## Create a Course Proposal

Last Modified on 08/23/2024 11:38 am PDT

Two Options - Select Courses Tab on the left or + New Proposal in Actions on the right

≡ California Luthe	California Lutheran University (Staging)	HELP CENTER 🌲 🛄 🚨 🛩
Curriculum Management	Good Morning, testcase Have any questions, visit the Help Center.	
Courses	Nice! You're up to date! There is nothing to do at the moment.	Actions
Programs		+ NEW PROPOSAL
Proposals		Upcoming
Drafts		No Upcoming Agendas
n, Reports		004 M0

## From + New Proposal, select Add a new course

$\equiv \frac{\text{California Luthera}}{\text{UNIVERSITY}}$	<sup>m</sup> California Lutheran University (Staging)	HELP CENTER 🌲 🔛 🚨 🛩
<ul> <li>California Luther UNIVERSITY</li> <li>Curriculum Management</li> <li>Home</li> <li>Courses</li> <li>Programs</li> <li>Proposals</li> <li>Drafts</li> <li>Drafts</li> <li>Reports</li> </ul>	California Lutheran University (Staging)  Good Morning, testcase Have any questions, visit the Help Center.  Nice! You're up to date! There is nothing to do at the moment.  New Proposal ©  Would you like to propose a new course or program? If yes, select from the dropdown menu. Otherwise, for changes to existing courses/programs, select Courses/Programs from the sidebar. Changes include any revision or discontinuation.	HELP CENTER       ▲ <t< td=""></t<>
	Add a new course         Add a new program         Add a Coursedog Only Minor	

Or from the Courses Tab, select + Propose New Course at the top

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lanagement	Courses         + PROPOSE NEW COURSE           Browse Revisions By ①         Effective Start Term           Effective End Term         Effective End Term		Z EXPORT RESULTS SAVED VIE
Home	DATES TERMS Summer Session 2025 Type to search for terms	*	Image: FILTER         Q         Search for Courses
Courses UPDATE			Showing 0 - 20 of 5307 < > COLUMNS (3 OF 84)
Programs	CODE	DEPARTMENT(S)	STATUS
Proposals	ACCT1XX	Accounting	Active
	ACTV102	Exercise Science	Active
Drafts	ACTV103	Exercise Science	Active
Reports	ACTV104	Exercise Science	Active
	ACTV105	Exercise Science	Active
	ACTV107	Exercise Science	Active
	ACTV111	Exercise Science	Active
	ACTV112	Exercise Science	Active
	ACTV120	Exercise Science	Active
	ACTV121	Exercise Science	Active
	ACTV122	Exercise Science	Active

## Then Add a New Course

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Curriculum Management	Courses + PROPOSE NEW COURSE Browse Revisions By Effective Start Term Effective End Term			EXPORT RESULTS SAVED VIEWS
A Home	DATES TERMS	Summer Session 2025  * Type to search for terms	•	
Courses				Showing 0 - 20 of 5307 < > COLUMNS (3 OF 84) ~
Programs	CODE		DEPARTMENT(S)	STATUS
Proposals	ACCT1XX		Accounting	Active
	ACTV102		Exercise Science	Active
Drafts	ACTV103		Exercise Science	Active
II. Reports	ACTV104	Add new course	×	Active
	ACTV105	Add a New Course	•	Active
	ACTV107		CANCEL SUBMIT	Active ?
	ACTV111		Exercise second.	Active
	ACTV112		Exercise Science	Active
	ACTV120		Exercise Science	Active
	ACTV121		Exercise Science	Active

If you want to copy in data from another course, that is an option at the top. On the right, you can submit or delete your proposal. Click on the Contents navigation to quickly move through the sections.

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Curriculum Management	Add a New Course		8	
	Pre-populate Data     Copy FROM COURSE			
Courses	General		DELETE PROPOSAL	
Proposals Drafts	Course Title		Contents General Course Offering Info	
II. Reports	Subject code Tayland	Course Number (report	Student Learning Outcomes Learning Objectives Credits Attachments (Syllabus)	
	Department(s) maximal @ Type to search for departments	Department Percent Ownership	Carnegle Hours Course Schedule Requirements (Requisites)	Seif Heip
	Course Number Level @	Academic Level report	Requirements (Requisites)	
		Required for workflows - A&S BUS ED GSOP PLTS SPCS		
	Type to search for courses Credit Type	*		
	CLU			