

Entering/Updating Courses in CurricUNET

Quick Links

- [icon] [Waubonsee Intervention Forms \(WIFs\)](#)
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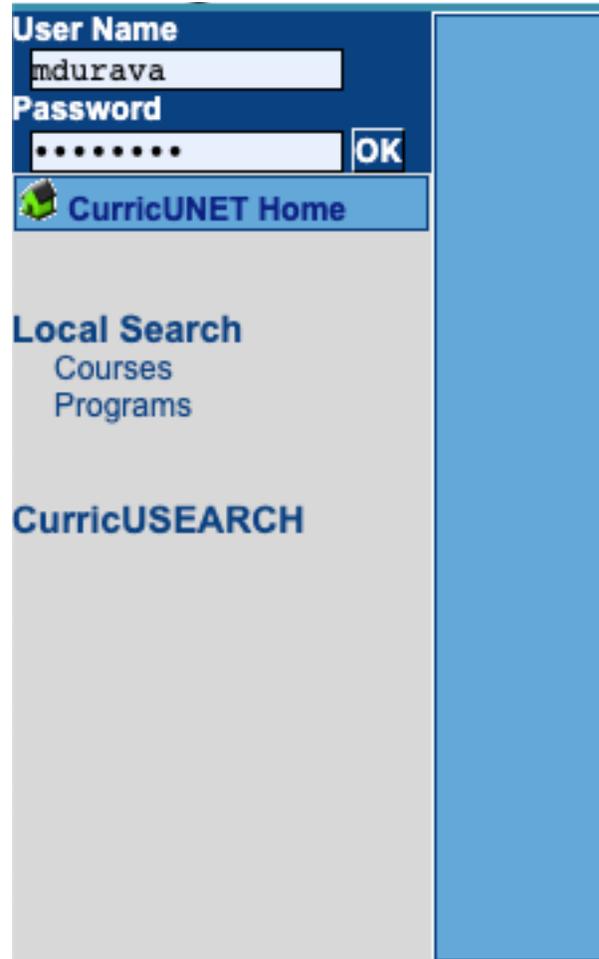
Honors Program Documents:

- [icon] [Honors Program Student Criteria](#)
- [icon] [Application for Admission to the Honors Program](#)
- [icon] [Honors Project Contract](#)
- [icon] [Honors Program Project Evaluation Form](#)

Navigate to www.curricunet.com/waubonsee.

CurricUNET can also be accessed through the Quick Links on the faculty tab on mywcc.

Logging In



The screenshot shows a login form with a blue header. The 'User Name' field contains 'mdurava'. The 'Password' field is masked with dots and has an 'OK' button to its right. Below the form is a 'CurricUNET Home' button with a small icon. Underneath, there is a 'Local Search' section with links for 'Courses' and 'Programs'. At the bottom, the text 'CurricUSEARCH' is visible.

- Credentials are
 - Username: first initial of first name, full last name
 - Password: first login "changeme"
- Need help logging in? See the video on "How to Login to CurricUNET".

Navigate to sidebar

Create/Edit
Courses
Programs

Choose which type of proposal you are completing



WAUBONSEE COMMUNITY COLLEGE

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-

My Courses						
Actions	Prefix	Number	Title	Effective Term	Status	Proposal Type
You have no courses to edit.						
Co-Contributing Courses						
Actions	Prefix	Number	Title	Effective Term	Status	Proposal Type
You are not a co-contributor on any courses.						

Help
Do you have questions or concerns? Contact curricunet@waubonsee.edu for assistance. [Edit](#) [More](#)

NEW COURSE

Enter Prefix,
Course
Number, Title,
and
Description

The screenshot shows the 'Create Course' form in the CurricUNET system. The form is titled 'Create Course' and is located within the 'Courses' menu. The 'New Course' option is circled in red. The form fields are as follows:

Create Course	
Course Prefix (or Curricular Area)	TST ?
Course Number	120 ?
Course Title	Test Course ?
Course Description	This course is a test course to be used in Curriculum Council Bootcamp Videos.

At the bottom right of the form, there are 'OK' and 'Cancel' buttons, both circled in red. A 'Help' box on the right side of the form provides additional information: 'Click on More for information on Waubonsee's course numbering system and its application to programs.' The 'Help' box also contains 'Edit' and 'More' buttons.

NEW COURSE

Co-Contributor

WAUBONSEE COMMUNITY COLLEGE

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Edit Course

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TST - 120
Test Course
Durava, Molly

Course Construction Main Menu	
Course Number	TST 120
Course Title	Test Course
Initiator	Molly Durava
Origination Date	May 7, 2020
Co-Contributor(s)	There are no Co-Contributors for this course.
	Add a Co-Contributor

Course Checklist

Main

- Course Cover Sheet
- Course Details
- Course Outcomes
- College Learning Outcomes
- Course Objectives
 - Taxonomy
- Course Topics
- Assessment of Student Learning
- Prereq/Coreq
- Textbooks/Resources
- ICCB Codes
- Admin Codes
- Attach Files

Help

Click on More for information on Waubonsee's course numbering system and its application to programs. [Edit](#) [More](#)

Government

Create Co-Contributor	
Short Title	
Co-Contributor	Abbott, Lenice
Screen Rights	<input type="checkbox"/> Course Cover Sheet
Check All	<input type="checkbox"/> Course Details
Uncheck All	<input type="checkbox"/> Student Learning Outcomes
	<input type="checkbox"/> Course Objectives
	<input type="checkbox"/> Course Topics
	<input type="checkbox"/> Assessment of Student Learning
	<input type="checkbox"/> Prereq/Coreq
	<input type="checkbox"/> Textbooks/Resources
	<input type="button" value="OK"/> <input type="button" value="Cancel"/>

NEW COURSE

Course Cover Sheet



WAUBONSEE COMMUNITY COLLEGE

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Edit Course [Go](#) [S](#)
TST - 120
Test Course
Durava, Molly

Course Cover Sheet

Division	--Please Select--
Course Prefix (or Curricular Area)	TST
Course Number	120
Course Title	Test Course
Course Description	This course is a test course to be used in Curriculum Council Bootcamp Videos.
Course/Scheduling Notes	None

Course Checklist

- Main
 - Course Cover Sheet
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 - College Learning Outcomes
 - Course Objectives
 - Taxonomy
 - Course Topics
 - Assessment of Student Learning
 - Prereq/Coreq
 - Textbooks/Resources

Proposal Information

Proposed Start	Year: 2021	Semester: Spring
PCS Code	11 -- Baccalaureate	
CIP Code	--	
Students served.	Students that this course serves. (e.g. needed for general education requirements; majors in respiratory therapy; etc.) <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Students in this course will be enrolled in the Curriculum Council Bootcamp Videos.</div>	
Rationale	Course will be used as a test for video instruction.	

[Save](#) [Finish](#) [Cancel](#)

NEW COURSE

Course Details

Course Details	
Class Hours	
Variable Hour Exist	Yes: <input type="radio"/> NO: <input checked="" type="radio"/>
Credit Hours	<input type="text" value="3.00"/> ?
Lecture Hours	<input type="text" value="3.00"/>
Lab Hours	<input type="text" value="0.00"/>
Codes and Options	
Times Repeatable for Credit	Yes: <input type="radio"/> NO: <input checked="" type="radio"/> ?
Gen Ed IAI Number	<input type="text" value="N/A"/> C1 900 C1 900R C1 901 C1 901R C2 900 <input checked="" type="radio"/> Not IAI <input type="radio"/> IAI Approved <input type="radio"/> IAI Approval Pending ?
Majors IAI Number	<input type="text" value="N/A"/> AG 902 AG 903 AG 904 AG 905 ART 904 <input checked="" type="radio"/> Not IAI <input type="radio"/> IAI Approved <input type="radio"/> IAI Approval Pending ?
<input type="button" value="Save"/> <input type="button" value="Finish"/> <input type="button" value="Cancel"/>	

Course Checklist	
Main	
<input checked="" type="checkbox"/>	Course Cover Sheet
<input checked="" type="checkbox"/>	Course Details
<input checked="" type="checkbox"/>	Course Outcomes
<input checked="" type="checkbox"/>	College Learning Outcomes
<input checked="" type="checkbox"/>	Course Objectives
<input checked="" type="checkbox"/>	Course Topics
<input checked="" type="checkbox"/>	Assessment of Student Learning
<input checked="" type="checkbox"/>	Prereq/Coreq
<input checked="" type="checkbox"/>	Textbooks/Resources
<input type="checkbox"/>	ICCB Codes
<input type="checkbox"/>	Admin Codes
<input type="checkbox"/>	Attach Files

NEW COURSE

Course Outcomes

Additional Course Outcomes	
Additional Outcome Information	Upon successful completion of this course, the student will be able to: <div style="border: 1px solid black; height: 150px; width: 100%;"></div>
<input type="button" value="Add"/> <input type="button" value="Finish"/>	
Drag and Drop Course Outcomes to Reorder	
 	1. determine course outcomes for Curriculum Council Bootcamp;
 	2. identify steps to enter a course into CurricUNET;
 	3. develop proficiency in CurricUNET through instructional videos.

Course Checklist	
Main	
<input checked="" type="checkbox"/>	Course Cover Sheet
<input checked="" type="checkbox"/>	Course Details
<input checked="" type="checkbox"/>	Course Outcomes
<input checked="" type="checkbox"/>	College Learning Outcomes
<input checked="" type="checkbox"/>	Course Objectives
<input checked="" type="checkbox"/>	Course Topics
<input checked="" type="checkbox"/>	Assessment of Student Learning
<input checked="" type="checkbox"/>	Prereq/Coreq
<input checked="" type="checkbox"/>	Textbooks/Resources
<input type="checkbox"/>	ICCB Codes
<input type="checkbox"/>	Admin Codes
<input type="checkbox"/>	Attach Files

NEW COURSE

College Learning Outcomes

College Learning Outcomes

This course will contribute to meeting the following college learning outcomes:

- Critical Thinking
- Communication (check one or both)
- Quantitative Literacy
- Information Literacy
- Global Awareness

Save Finish Cancel

Course Checklist

Main

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- Admin Codes
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NEW COURSE

Course Objectives

Course Objectives	
Page Last Saved on Thursday, May 7, 2020 at 11:06 AM By Molly Durava	
Create Heading	<input type="checkbox"/> ?
Objective Text	Throughout this course, the student will learn to: <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
<input type="button" value="Add"/> ?	
<input type="button" value="Finish"/>	
Use the up (↶), down (↷) arrows to re-order the list of program outcomes.	
   	1. enter course objectives;
   	2. understand CurricUNET.

Course Checklist
Main
<input checked="" type="checkbox"/> Course Cover Sheet
<input checked="" type="checkbox"/> Course Details
<input checked="" type="checkbox"/> Course Outcomes
<input checked="" type="checkbox"/> College Learning Outcomes
<input type="checkbox"/> Course Objectives <input type="checkbox"/> Taxonomy
<input checked="" type="checkbox"/> Course Topics
<input checked="" type="checkbox"/> Assessment of Student Learning
<input checked="" type="checkbox"/> Prereq/Coreq
<input checked="" type="checkbox"/> Textbooks/Resources
<input type="checkbox"/> ICCB Codes
<input type="checkbox"/> Admin Codes
<input type="checkbox"/> Attach Files

NEW COURSE

Course Topics

Course Topics
PLEASE MAKE SURE TO SAVE BEFORE LEAVING THIS PAGE

B I U | [List Icons] | [Cut Copy Paste] | [Undo Redo] | [HTML] | [Table] | [ABC] | [x₁ x₂] | [Ω]

- I. Supply chain management fundamentals
 - A. Explore successful supply chain operations
 - B. Develop a supply chain strategy that aligns with corporate strategy
 - C. Assess and measure the effectiveness of supply chains
 - D. Establish a continuous improvement process for supply chains
 - E. Understand the continually evolving capabilities of the supply chain design
- II. Building competitive operations, planning and logistics
 - A. Understand natural dynamics within the supply chain
 - B. Assess the value of demands in demand planning
 - C. Establish collaborations to replace or improve demand estimates
 - D. Learn how to include supply chain factors in product design
 - E. Align distribution and transportation with supply chain strategy
 - F. Develop and implement plans for using 3PL and 4PL providers
 - G. Understand the increasing importance of reverse logistics
 - H. Evaluate process constraints and choices within global logistics
 - I. Link a plan to overall strategy
- III. Managing customer and supplier relationships
 - A. Categorize customers based on their profiles and needs
 - B. Understand customer loyalty and the lifetime value of a customer
 - C. Establish measures of customer satisfaction
 - D. Understand the strategic importance of purchasing and supplier relationships
 - E. Establish a supplier rating system
 - F. Effectively use customer data to improve performance to customers
- IV. Using information technology to enable supply chain management
 - A. Understand the role of data and information technology in the supply chain

Path: ol » li » ol » li

Save Finish Cancel

Course Checklist

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NEW COURSE

Assessment of Student Learning

Assessment of Student Learning

Assessment Methods

- Assignments/Projects
- Case Studies
- Class Discussions/Participation
- Clinical/Studio/Lab Performance
- Collaborative Work
- Examinations, Quizzes and Tests
- Portfolios
- Presentations
- Self-Evaluation
- Standardized/Certification Tests
- Technology Tools
- Writing Component
- Other/Comments: (if checked, include additional assessment information below)

Additional assessment information.

Course Checklist

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NEW COURSE

PreReq/CoReq

Prerequisites/Corequisites	
Enforced Prerequisites:	
Recommended Prerequisites:	
Enforced Corequisites:	
Recommended Corequisites:	
<i>You have no defined course enrollment criteria.</i>	
Coreq	<input type="button" value="Add"/>
<input type="button" value="Finish"/> <input type="button" value="Cancel"/>	

- Course Checklist**
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NEW COURSE

Textbook/ Resources

Course Textbooks/Resources	
Textbooks	
<i>You have no textbooks defined.</i>	
	Add
Manuals/Study Guides	
<i>You have no manuals/study guides defined.</i>	
	Add
Periodicals	
<i>You have no periodicals defined.</i>	
	Add
Software	
<i>You have no software defined.</i>	
	Add
Supplies/Supplementary Materials	
<i>You have no Supplies/Supplementary Materials defined.</i>	
	Add
Finish Cancel	

Course Checklist	
Main	
<input checked="" type="checkbox"/>	Course Cover Sheet
<input checked="" type="checkbox"/>	Course Details
<input checked="" type="checkbox"/>	Course Outcomes
<input checked="" type="checkbox"/>	College Learning Outcomes
<input checked="" type="checkbox"/>	Course Objectives
<input checked="" type="checkbox"/>	Course Topics
<input checked="" type="checkbox"/>	Assessment of Student Learning
<input checked="" type="checkbox"/>	Prereq/Coreq
<input checked="" type="checkbox"/>	Textbooks/Resources
<input type="checkbox"/>	ICCB Codes
<input type="checkbox"/>	Admin Codes
<input type="checkbox"/>	Attach Files

NEW COURSE

Audit



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TST - 120
Test Course
Durava, Molly
Effective: Spring
2021

Audit

Course Textbooks/Resources

Textbooks	You have no textbooks defined.
Manuals/Study Guides	You have no manuals/study guides defined.
Periodicals	You have no periodicals defined.
Software	You have no software defined.
Supplies/Supplementary Materials	You have no Supplies/Supplementary Materials defined.

[Unlock](#)

Course Checklist

Main

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- [Course Objectives](#)
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- [Admin Codes](#)
- [Attach Files](#)

Help

There is currently no help available for this page.

[Edit](#) [More](#)

Your proposal is complete and the audit was successful. Now follow the link to "My Approvals", select "Originator" role, and initiate your proposal, which will notify the next positions/steps.

[My Approvals](#)

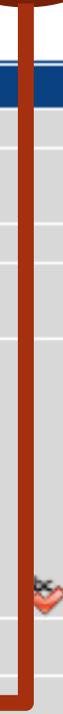
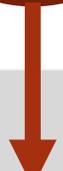
NEW COURSE

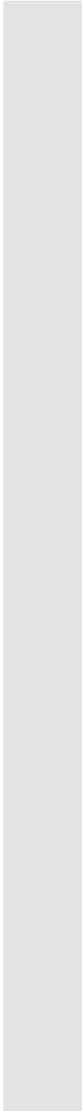
My Approvals

My Approvals	
Select Role	Originator
	<input type="button" value="Next"/>

 TST 120 Test Course *Pending*	
Course-New	
Spring-2021	
Molly Durava	
Step: Originator	Level: 1.00
	<input type="button" value="Action"/>

Approval Process	
Course	TST 120 Test Course
Proposal Type	Course-New
Step	Originator
Description	Originator-Initiate Proposal (Faculty or Academic Specialist)
Comments	<div style="border: 1px solid gray; height: 100px;"></div>
Action	Initiated
<input type="button" value="Save"/>	





Updating Courses

Choose which type of proposal you are completing



WAUBONSEE

COMMUNITY COLLEGE

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Courses

- [New Courses](#)
- [Major Course Revision](#)
- [Minor Course Revision](#)
- [Course Withdrawal](#)

Course Prefix (or Curricular Area)

--Please Select --

My Courses						
Actions	Prefix	Number	Title	Effective Term	Status	Proposal Type
You have no courses to edit.						

Co-Contributing Courses						
Actions	Prefix	Number	Title	Effective Term	Status	Proposal Type
You are not a co-contributor on any courses.						

Help

Do you have questions or concerns? Contact curricunet@waubonsee.edu for assistance.

[Edit](#) [More](#)

Minor Course Revision

Change Course\Withdraw Course

Course Number	<input type="text"/>	?
Course Title	<input type="text"/>	?
Course Prefix (or Curricular Area)	TST	?
OK		

Course Search Results

Actions	Prefix	Number	Title	Effective Term	Status	Proposal Type
	TST	850	Test: New Course Process	Spring 2016	Active	Course-Major Revision

Course Review Proposal

Course	TST 850 Test: New Course Process *Active* **Course-Major Revision** Janet Thibeau	
Proposal Type	Course-Minor Revision	?
Next Cancel		

COURSE REVISION

Rationale for Course Minor Revision

Course Review Proposal	
Course	TST 850 Test: New Course Process *Active* **Course-Minor Revision** Janet Thibeau
Proposal Type	Course-Minor Revision
Rationale	Testing for Curriculum Council Bootcamp Videos
Proposed Start	Year: <input type="text" value="2021"/> Term: <input type="text" value="Spring"/>
<input type="button" value="OK"/> <input type="button" value="Cancel"/>	

COURSE REVISION

Updating Course Outcomes

Course Construction Main Menu	
Course Number	TST 850
Course Title	Test: New Course Process
Initiator	Molly Durava
Origination Date	May 7, 2020
Co-Contributor(s)	There are no Co-Contributors for this course. Add a Co-Contributor

Course Checklist
Main
<input type="checkbox"/> Course Cover Sheet
<input type="checkbox"/> Course Details
<input type="checkbox"/> Course Outcomes
<input type="checkbox"/> College Learning Outcomes
<input type="checkbox"/> Course Objectives <ul style="list-style-type: none"><input type="checkbox"/> Taxonomy
<input type="checkbox"/> Course Topics
<input type="checkbox"/> Assessment of Student Learning
<input type="checkbox"/> Prereq/Coreq
<input type="checkbox"/> Textbooks/Resources
<input type="checkbox"/> ICCB Codes
<input type="checkbox"/> Admin Codes
<input type="checkbox"/> Attach Files

COURSE REVISION

Updating Course Outcomes

Additional Course Outcomes

Additional Outcome Information

Upon successful completion of this course, the student will be able to:

   **Finish**

Drag and Drop Course Outcomes to Reorder

 	1. determine course outcomes for Curriculum Council Bootcamp;
 	2. identify steps to enter a course into CurricUNET;
 	3. develop proficiency in CurricUNET through instructional videos.

Course Checklist

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COURSE REVISION

Audit



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Edit Course [Go](#) [S](#)

TST - 120
Test Course
Durava, Molly
Effective: Spring
2021

Audit

Course Textbooks/Resources

Textbooks	You have no textbooks defined.
Manuals/Study Guides	You have no manuals/study guides defined.
Periodicals	You have no periodicals defined.
Software	You have no software defined.
Supplies/Supplementary Materials	You have no Supplies/Supplementary Materials defined.

[Unlock](#)

Course Checklist

Main

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[Edit](#) [More](#)

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[My Approvals](#)

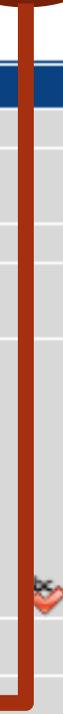
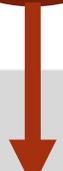
COURSE REVISION

My Approvals

My Approvals	
Select Role	Originator
	<input type="button" value="Next"/>

 TST 120 Test Course *Pending*	
Course-New	
Spring-2021	
Molly Durava	
Step: Originator	Level: 1.00
	<input type="button" value="Action"/>

Approval Process	
Course	TST 120 Test Course
Proposal Type	Course-Minor Revision
Step	Originator
Description	Originator-Initiate Proposal (Faculty or Academic Specialist)
Comments	<div style="border: 1px solid black; height: 100px;"></div>
Action	Initiated
<input type="button" value="Save"/>	



Questions?

Contact your Assistant Dean or Instructional Services for assistance.