

CMS Campus Solutions 8.9

Course Catalog and Class Schedule
Distributed User Training



Agenda

- Documentation
- Training and Support
- Overview: Course Catalog and Class Schedule (View Only)
- Demo: Course Catalog and Class Schedule (View Only)

Training and Support

- Scheduling Office – Ext. 2381
- CMS Training Web Site:
<http://www.fullerton.edu/ittraining>
 - Upcoming Classes and Open Labs
 - Training Guides and Tutorials
- “Buddy System”

Overview: Course Catalog and Class Schedule

Course Catalog

vs.

Class Schedule

- “Courses” exist at the *Catalog* level
- “Course” = CHEM120A

- “Classes” exist at the *Schedule of Classes* level
- “Class” = CHEM120A, Section 01, MWF, 8:00 – 8:50am, taught by Dr. Smith

Overview: Course Catalog


- “Course Catalog” Module
 - View Only Access – Course Catalog link

The screenshot displays the user interface for the Course Catalog module. At the top left is the logo for CAL STATE FULLERTON. The top right navigation bar includes links for Home, Add to Favorites, and Sign out. A left-hand menu is visible, with the 'Course Catalog' link highlighted under the 'Curriculum Management' section. The main content area shows a breadcrumb trail: Main Menu > Curriculum Management >. Below this, a folder icon is followed by the text 'Course Catalog' and the description 'Maintain course catalog information.' A red circle highlights a specific 'Course Catalog' link with a document icon, which is described as 'Create, view and update courses, course offerings, and course components.'





Overview: Class Schedule

- “Schedule of Classes” Module
 - Class Search
 - Maintain Schedule of Classes
 - Adjust Class Associations
 - Update Sections of a Class

Main Menu > Curriculum Management >

 **Schedule of Classes**

Maintain schedule of classes information.

 <u>Class Search</u> View the schedule of classes.	 <u>Maintain Schedule of Classes</u> Add, view, and update schedule of classes data.	 <u>Adjust Class Associations</u> Adjust units, change instructor edit views, and select blind grading option.
 <u>Update Sections of a Class</u> View and update class section summary information for a course.		