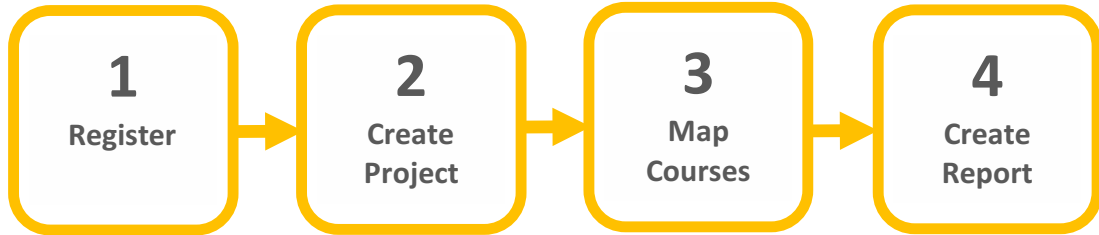
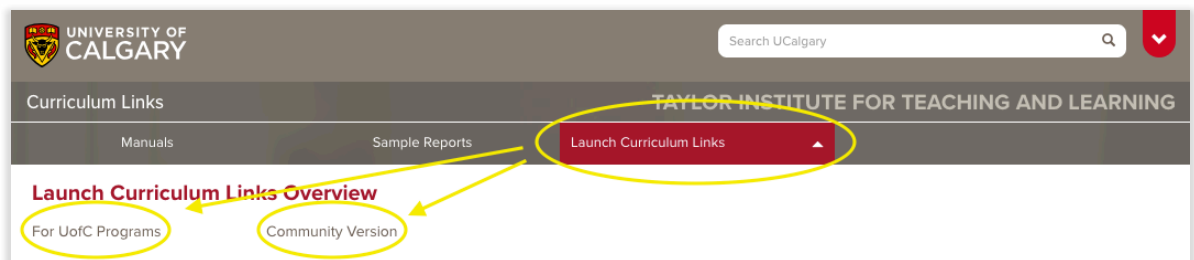


Start using Curriculum Links in 4 steps



1. Launch Curriculum Links and register an account

1. Go to curriculumlinks.ucalgary.ca > **Launch Curriculum Links**. Choose **Community Version** if you are not a University of Calgary user.

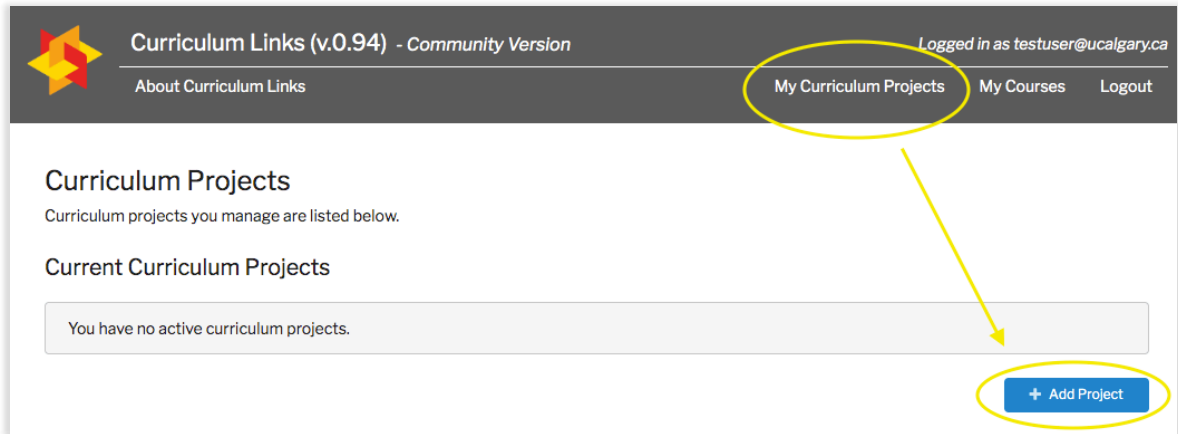


2. Register your account and login.



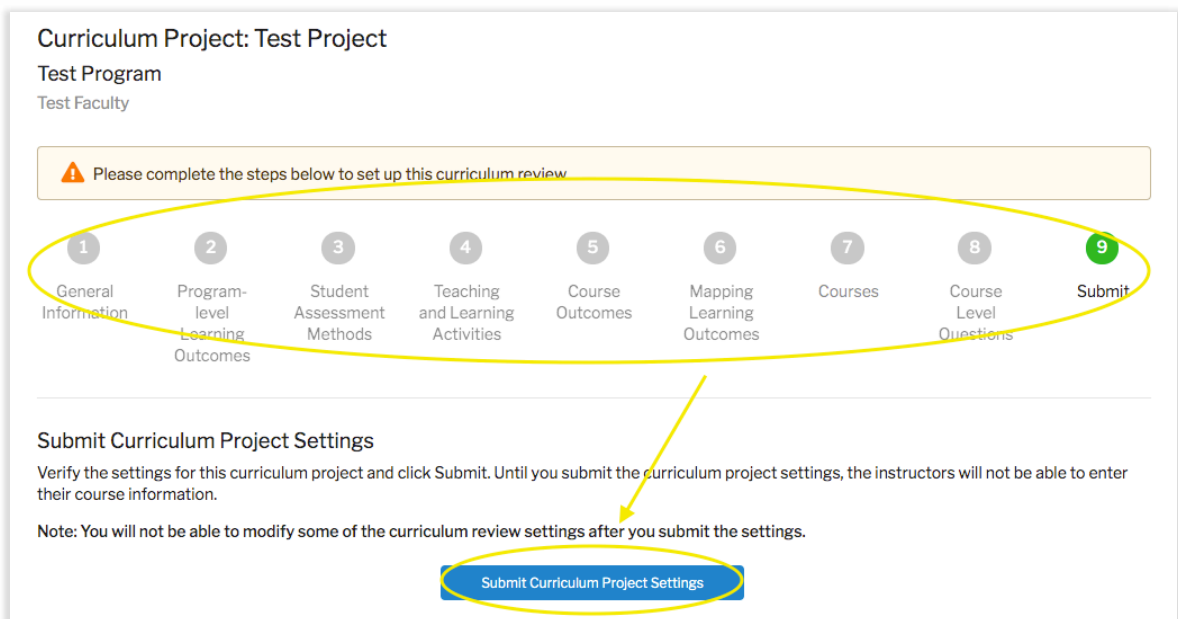
2. Create a curriculum project

1. Go to **My Curriculum Projects > Add Project**. Create a new project.



The screenshot shows the Curriculum Links dashboard. At the top, there is a navigation bar with the logo, version information (v.0.94 - Community Version), and user information (Logged in as testuser@ucalgary.ca). The main navigation menu includes 'About Curriculum Links', 'My Curriculum Projects', 'My Courses', and 'Logout'. The 'My Curriculum Projects' menu item is circled in yellow. Below the navigation bar, the page title is 'Curriculum Projects' with a subtitle 'Curriculum projects you manage are listed below.' Underneath, there is a section titled 'Current Curriculum Projects' with a message: 'You have no active curriculum projects.' At the bottom right of this section, there is a blue button with a plus sign and the text '+ Add Project', which is also circled in yellow. A yellow arrow points from the 'My Curriculum Projects' menu item to the '+ Add Project' button.

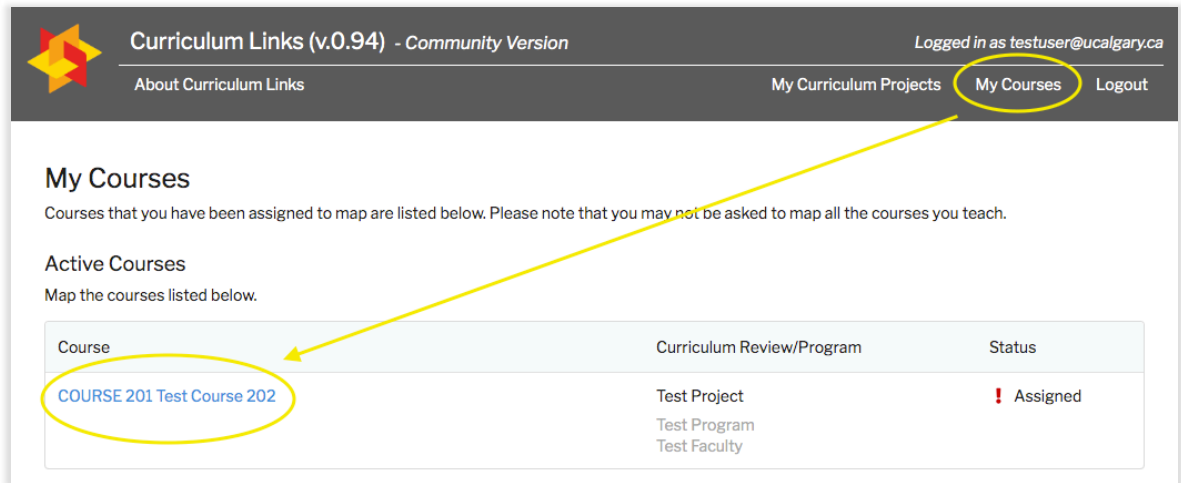
2. Select the project you just created and follow the steps to decide what information needs to be collected from each course. **Submit** the project when you finish the steps.



The screenshot shows the 'Curriculum Project: Test Project' settings page. At the top, it displays 'Test Program' and 'Test Faculty'. Below this, there is a yellow warning box with an exclamation mark icon and the text: 'Please complete the steps below to set up this curriculum review'. Underneath the warning box is a progress bar with nine steps, each represented by a numbered circle and a label: 1. General Information, 2. Program-level Learning Outcomes, 3. Student Assessment Methods, 4. Teaching and Learning Activities, 5. Course Outcomes, 6. Mapping Learning Outcomes, 7. Courses, 8. Course Level Questions, and 9. Submit. The 'Submit' step is highlighted with a green circle. A yellow oval encircles the entire progress bar. Below the progress bar, there is a section titled 'Submit Curriculum Project Settings' with the text: 'Verify the settings for this curriculum project and click Submit. Until you submit the curriculum project settings, the instructors will not be able to enter their course information.' Below this text, there is a blue button with the text 'Submit Curriculum Project Settings', which is circled in yellow. A yellow arrow points from the 'Submit' step in the progress bar to the 'Submit Curriculum Project Settings' button.

3. Map assigned course(s)

1. If course(s) are assigned to you in the previous section, you'll see them listed in **My Courses**.



Curriculum Links (v.0.94) - Community Version

Logged in as testuser@ucalgary.ca

About Curriculum Links My Curriculum Projects My Courses Logout

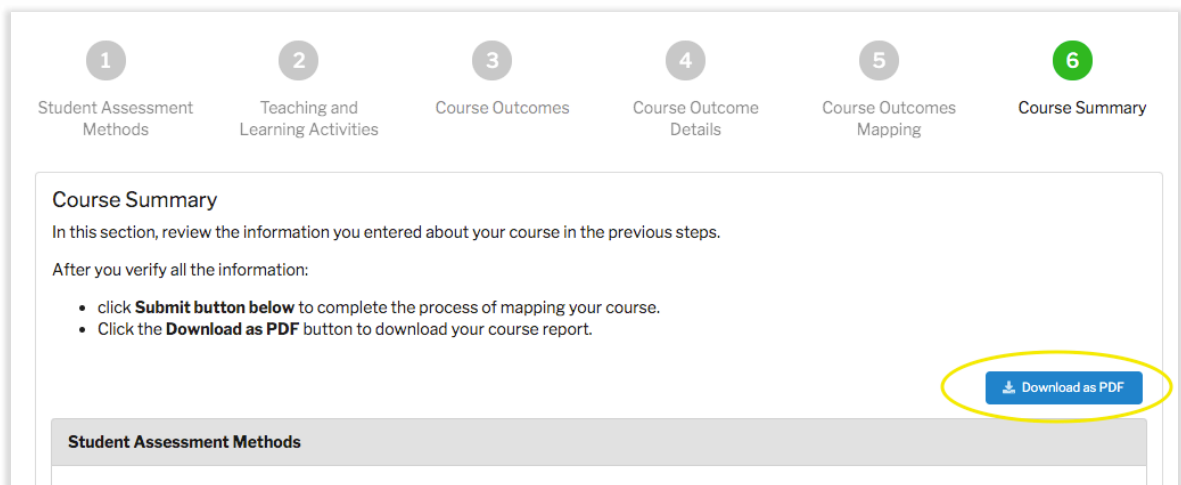
My Courses

Courses that you have been assigned to map are listed below. Please note that you may not be asked to map all the courses you teach.

Active Courses
Map the courses listed below.

Course	Curriculum Review/Program	Status
COURSE 201 Test Course 202	Test Project Test Program Test Faculty	! Assigned

2. Open the course and follow the steps to enter the course information. Course report can be downloaded as a PDF file in **Course Summary** step. *Note: Course mapping steps will vary depending on how the project was set up.*



1 Student Assessment Methods

2 Teaching and Learning Activities

3 Course Outcomes

4 Course Outcome Details

5 Course Outcomes Mapping

6 Course Summary

Course Summary

In this section, review the information you entered about your course in the previous steps.

After you verify all the information:

- click **Submit button below** to complete the process of mapping your course.
- Click the **Download as PDF** button to download your course report.

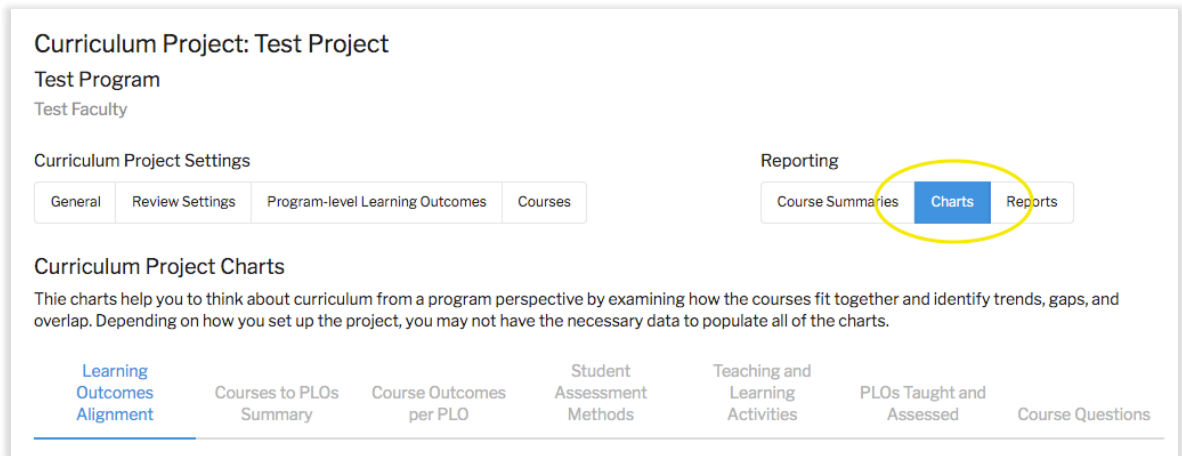
[Download as PDF](#)

Student Assessment Methods

3. **Submit** the course information at the bottom of the page.

4. Review charts and create a report

1. Go to **My Curriculum Projects** and open the curriculum project. Go to **Reporting > Charts** to generate various charts from the aggregated data.



Curriculum Project: Test Project
Test Program
Test Faculty

Curriculum Project Settings

General Review Settings Program-level Learning Outcomes Courses

Reporting

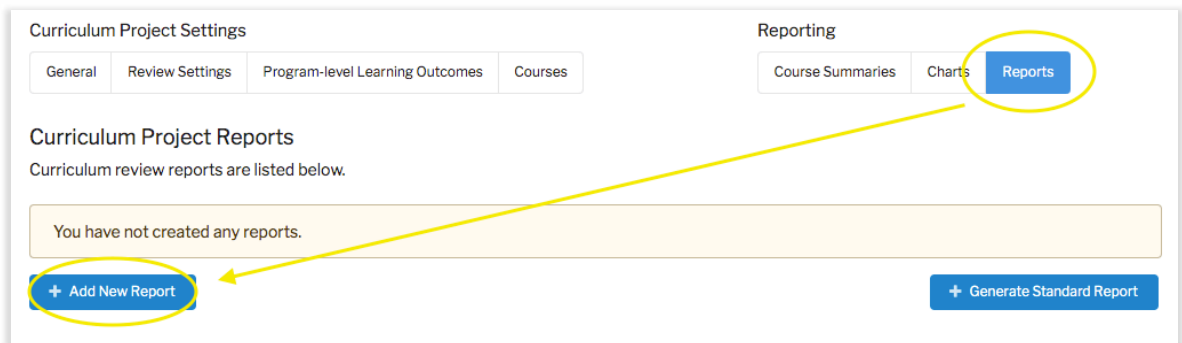
Course Summaries **Charts** Reports

Curriculum Project Charts

This charts help you to think about curriculum from a program perspective by examining how the courses fit together and identify trends, gaps, and overlap. Depending on how you set up the project, you may not have the necessary data to populate all of the charts.

[Learning Outcomes Alignment](#) [Courses to PLOs Summary](#) [Course Outcomes per PLO](#) [Student Assessment Methods](#) [Teaching and Learning Activities](#) [PLOs Taught and Assessed](#) [Course Questions](#)

2. To add a chart to a report, first go to **Reporting > Reports > Add New Report** and create a new report.



Curriculum Project Settings

General Review Settings Program-level Learning Outcomes Courses

Reporting

Course Summaries Charts **Reports**

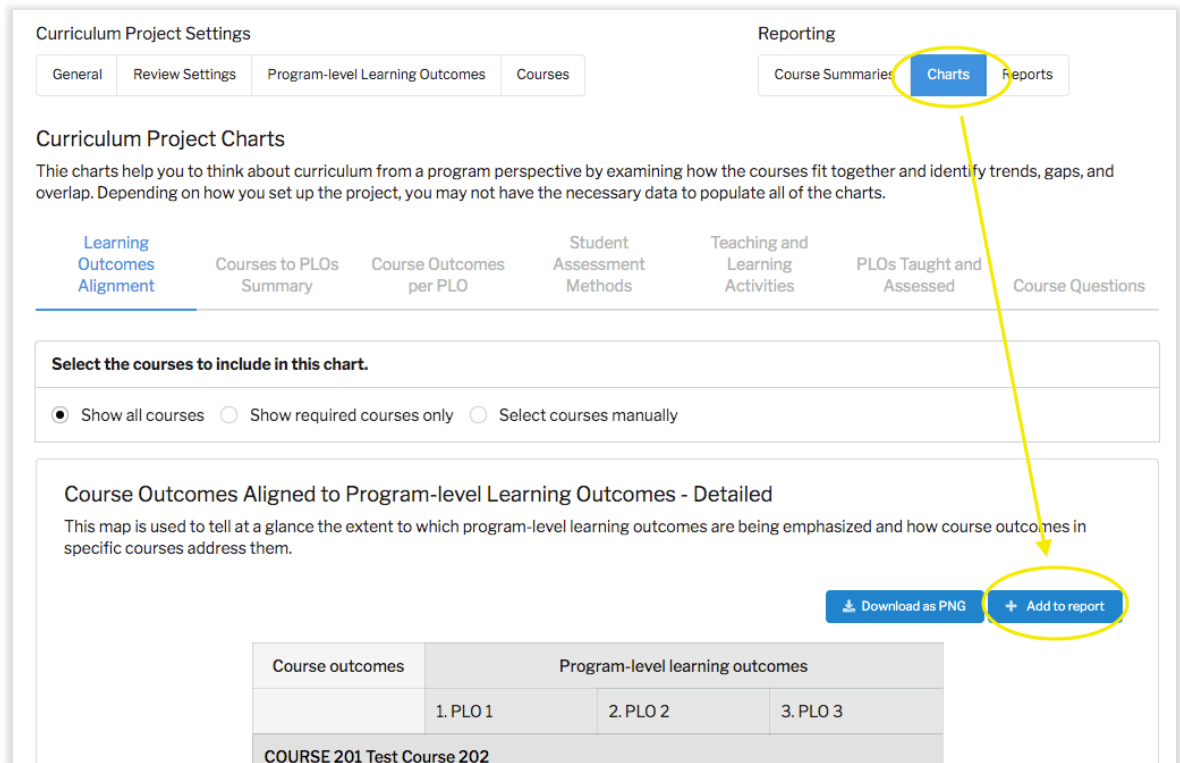
Curriculum Project Reports

Curriculum review reports are listed below.

You have not created any reports.

+ Add New Report [+ Generate Standard Report](#)

3. After creating a report, go back to **Reporting > Charts**. Select a chart and click **Add to report**.



Curriculum Project Settings

Reporting

Course Summaries **Charts** Reports

Curriculum Project Charts

This charts help you to think about curriculum from a program perspective by examining how the courses fit together and identify trends, gaps, and overlap. Depending on how you set up the project, you may not have the necessary data to populate all of the charts.

Learning Outcomes Alignment | Courses to PLOs Summary | Course Outcomes per PLO | Student Assessment Methods | Teaching and Learning Activities | PLOs Taught and Assessed | Course Questions

Select the courses to include in this chart.

Show all courses Show required courses only Select courses manually

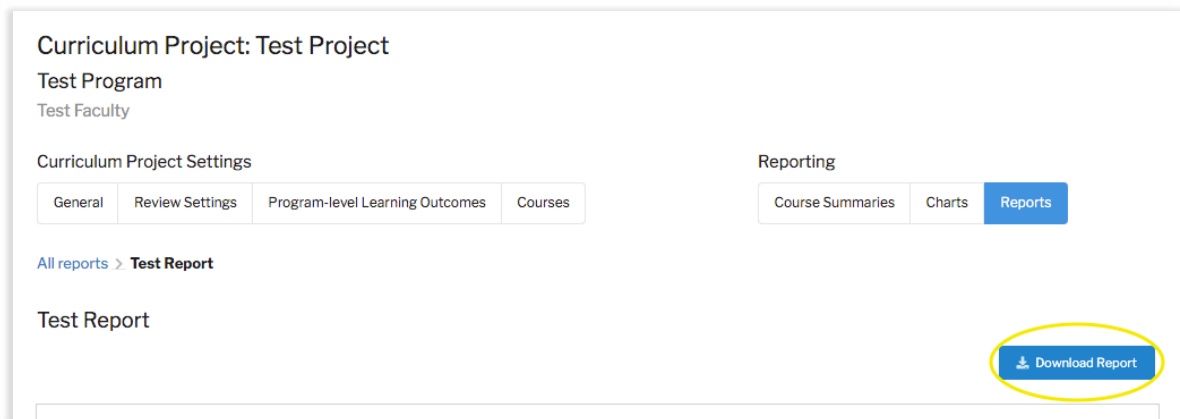
Course Outcomes Aligned to Program-level Learning Outcomes - Detailed

This map is used to tell at a glance the extent to which program-level learning outcomes are being emphasized and how course outcomes in specific courses address them.

Download as PNG **+ Add to report**

Course outcomes	Program-level learning outcomes		
	1. PLO 1	2. PLO 2	3. PLO 3
COURSE 201 Test Course 202			

4. Go back to **Reporting > Reports** and select the report. Click **Download Report** to create a PDF file of the report.



Curriculum Project: Test Project

Test Program
Test Faculty

Curriculum Project Settings

Reporting

Course Summaries Charts **Reports**

All reports > **Test Report**

Test Report

Download Report