LOGIN TO COURSE MANAGEMENT:

1. Access the Curriculum Manager Resource Page and click Course Management

2. Enter your Username and Password then click Log In

3. Click the red Log In Icon

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PREREQUISITES & COREQUISITES

Whether proposing a new course or editing an existing course proposal, it is important to properly format any applicable prerequisites and corequisites.

**Proper Formatting for Prerequisites and Corequisites**

- **ONLY** enter course codes, do not enter generic text
- Course prefix must always be entered in front of course number
  - Incorrect formatting: BIOL 101 or 102  (missing BIOL in front of 102)
  - Proper formatting: BIOL 101 OR BIOL 102
- Capitalize the words “OR” & “AND”
- For groups relationships, add “( )” around the group of course codes
  - Sample of ‘OR’ relationship
    - BIOL 215 Prerequisites are BIOL 102 or BIOL 121 or BIOL 124.
  - Proper CM formatting: BIOL 102 OR BIOL 121 OR BIOL 124
- Sample of ‘AND’ relationship
  - BCHE 580 Prerequisites are MATH 240, MATH 241, and PHYS 401
  - Proper CM formatting: MATH 240 AND MATH 241 AND PHYS 401
- Sample of ‘AND/OR’ relationship
  - PHYS 240 Prerequisites are a choice of PHYS 150 or PHYS 151 or PHYS 170 or PHYS 171. Students must have completed MATH 240
  - Proper CM formatting: (PHYS 150 OR PHYS 151 OR PHYS 170 OR PHYS 171) AND MATH 240

Important: Any text that is not a course code should be added to the course description as a course restriction

(e.g. "Only first-year students may enroll" or "must have placement score of 'x' to enroll").

Course restrictions will be accommodated separately via CLSS and Banner.