## WHAT ARE ATTRIBUTES?

An Attribute is a curricular ‘tag’ that is applied to indicate the course is applicable to a designated degree requirement.

- Any attribute can be assigned to any course in Curriculum Manager (CM)
- Multiple attributes can be assigned to a single course
- All courses in an Also Offered As relationship will inherit all attributes assigned to the Primary course
- All attributes start with either the Major or School code and are four characters in length

## APPLYING ATTRIBUTES

When editing a course, the Attribute widget will show any attributes currently applied to the course:

To add an attribute, click the green plus sign (➕)

- Click the dropdown arrow for the new row that was added to the bottom to scroll and search through all of the available attributes.
- The interactive search box filters the available selections based on what is typed. It also applies to both the Major/School code and the descriptor.
  - In this example, you can see that a search for “hist” yielded results that include ‘History’ in the descriptor, as well as ‘HIST’ major attributes

- Highlight and click the attribute you wish to assign

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### TIPS & TRICKS:

**Click ? Icon for field level help**

Any field boxed in red is **REQUIRED**
APPLYING ATTRIBUTES

Once the new attribute has been selected from the Search Box, it will appear along with the pre-existing attributes:

Once the proposal is submitted to workflow, the new attribute will appear in green text to indicate an addition has been made:

Once approved, the new attribute will appear in CLSS and will allow Degree Works and PATH to provide the course as an option if a student searches for courses to fulfill the DSGN Art History requirement

DELETING ATTRIBUTES

When editing a course, the Attribute widget will show any attributes currently applied to the course:

To delete an attribute, click the red X sign (x) next to the attribute to be deleted

Once the proposal is submitted to workflow, the deleted attribute will appear in red text strikethrough to indicate a deletion has been made:

Once the proposal is approved, the deleted attribute will be removed from future course offerings and the course will no longer fulfill the degree requirement

TIPS & TRICKS:

Click ? Icon for field level help

Any field boxed in red is REQUIRED