

Curriculum Map

1. Log into Taskstream and select the course you want to edit
2. Once in the course, select *Curriculum Map* in the panel on the left side of the screen

Curriculum Map - Optional [Curriculum Map]

VIEW LOG WORD PDF PRINT SHARE CHECK OUT

Work In Progress

Directions

The curriculum map capability is offered for your convenience and is entirely optional. Instead of, or in addition to, the curriculum map, you can map course outcomes to program outcomes. Then you can run an Alignment Report to see how the full collection of course outcomes maps to the program outcomes. Print

Review Method

EXPAND ALL COLLAPSE ALL

General Information

Standing Requirements

- Catalog Course Description
- Course Outcomes
- Curriculum Map - Optional

2009-2010 Assessment Cycle

- Assessment Plan
- Assessment Findings
- Action Plan
- Status Report
- Syllabus
- General Studies Inclusion

2010-2011 Assessment Cycle

- Assessment Plan
- Assessment Findings
- Action Plan
- Status Report
- Syllabus

2011-2012 Assessment Cycle

- Assessment Plan
- Assessment Findings
- Action Plan
- Status Report

3. You can click the arrow beside *Directions* for an explanation on what the curriculum map is

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2011-2012 Assessment Cycle

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To begin making a curriculum map, click *Check Out* in the upper right-hand corner

The screenshot shows the 'Curriculum Map - Optional (Curriculum Map)' page. The top navigation bar includes 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and a circled 'CHECK OUT' button. The left sidebar contains a tree view with categories: 'General Information', 'Standing Requirements', '2009-2010 Assessment Cycle', '2010-2011 Assessment Cycle', and '2011-2012 Assessment Cycle'. The main content area shows 'Work In Progress' and 'Directions' with a text block explaining the curriculum map capability.

4. Click *Create New Curriculum Map* on the left-hand side of the screen

The screenshot shows the same 'Curriculum Map - Optional (Curriculum Map)' page. The top navigation bar includes 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and 'CHECK IN' buttons. The left sidebar is identical to the previous screenshot. The main content area shows 'Work In Progress' and 'Directions'. A red circle highlights the 'Create New Curriculum Map' button in the left sidebar.

5. On the next screen, enter in the name of the map; you may also choose to add in a description for the map. If you'd like to align this map to an accreditation outcome set (ABET, ACEN, etc.), select *Other sets distributed to [course name]* and click *Go*

The screenshot shows the 'Create Curriculum Map' interface. On the left is a navigation sidebar with sections for 'General Information', 'Standing Requirements', and three assessment cycles (2009-2010, 2010-2011, 2011-2012). The main area contains a 'New Map Title' field (Max 100 Chars) and a 'Description' text area. Below these is a 'Select Alignment Set' dropdown menu. The selected option is 'Other sets distributed to GENOM 101 Intro to Genomics', which is circled in red. To its right is a 'Go' button. Below the dropdown is a list of available accreditation sets, each with a 'Select' button and a 'View Set' link:

Accreditation Set	Select	View Set
ABET-ASAC Criteria	Select	View Set
ABET-ASAC Criterion 3 (A-K, Baccalaureate)	Select	View Set
ABET-ASAC Program Criteria - Safety	Select	View Set
ABET-TAC Criteria	Select	View Set
ABET-TAC Criterion 3 (A-K)	Select	View Set
ABET-TAC Program Criteria - Civil Engineering Technology	Select	View Set
ABET-TAC Program Criteria - Electrical Engineering Technology	Select	View Set
ACEN Standard 1: Mission and Administrative Capacity	Select	View Set
ACEN Standard 2: Faculty and Staff	Select	View Set

If you'd like to align this map to an outcome set in this course, select *View sets available within [course name]*

This screenshot shows the same 'Create Curriculum Map' interface as above. The 'Select Alignment Set' dropdown menu is now set to 'View sets available within GENOM 101 Intro to Genomics', which is circled in red. The 'Go' button is also visible. Below the dropdown, the list of available accreditation sets is filtered to show only those within the course:

Accreditation Set	Select	View Set
GENOM 101 Intro to Genomics Outcome Set	Select	View Set
Test Outcome Set	Select	View Set

6. Once you have decided what outcome set you'd like to map to, click *Select* to the left of that outcome set

The screenshot shows the 'Create Curriculum Map' interface. On the left is a sidebar with a tree view of navigation items. The main content area includes a 'New Map Title' input field (max 100 characters), a 'Description' text area, and a 'Select Alignment Set' section. This section contains a dropdown menu and a 'Go' button, followed by a list of available outcome sets. Two 'Select' buttons are highlighted with red circles: one for 'GENOM 101 Intro to Genomics Outcome Set' and one for 'Test Outcome Set'.

7. The curriculum map should open in a new window; if it does not, click *Edit map* on the right-hand side of the screen on your map

The screenshot displays the 'Curriculum Map - Optional' page. The top navigation bar is green and contains icons for 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and a 'CHECK IN' button. A yellow banner below the header indicates 'Work In Progress' and 'Checked out to: Fairmont Manager'. The main content area is titled 'Active Curriculum Map s' and lists a single map: 'Test Map'. The 'Edit Map' link for this map is circled in red. The sidebar on the left is identical to the previous screenshot.

8. There is a default category called *Courses and Learning Activities*; you can add courses and activities to this category or create a new category. To add a course to this category, click the blue + next to *Course and Learning Activities*

The screenshot shows the 'Test Map' interface. At the top right, there are 'ACTIONS' and 'SAVE NOW' buttons. Below the header, there are two checkboxes: 'Show Outcome Descriptions' (checked) and 'Show Course/Activity Detail' (unchecked). The main area displays a table with the following structure:

Outcome	
	Test Outcome
Courses and Learning Activities	

Below the table, there is a blue banner with the text: 'No courses/activities in this category. Use the 'Insert Course' quick link + to start adding courses in this category.' At the bottom, there is a legend with three categories: 'I' Introduced, 'P' Practiced, and 'R' Reinforced.

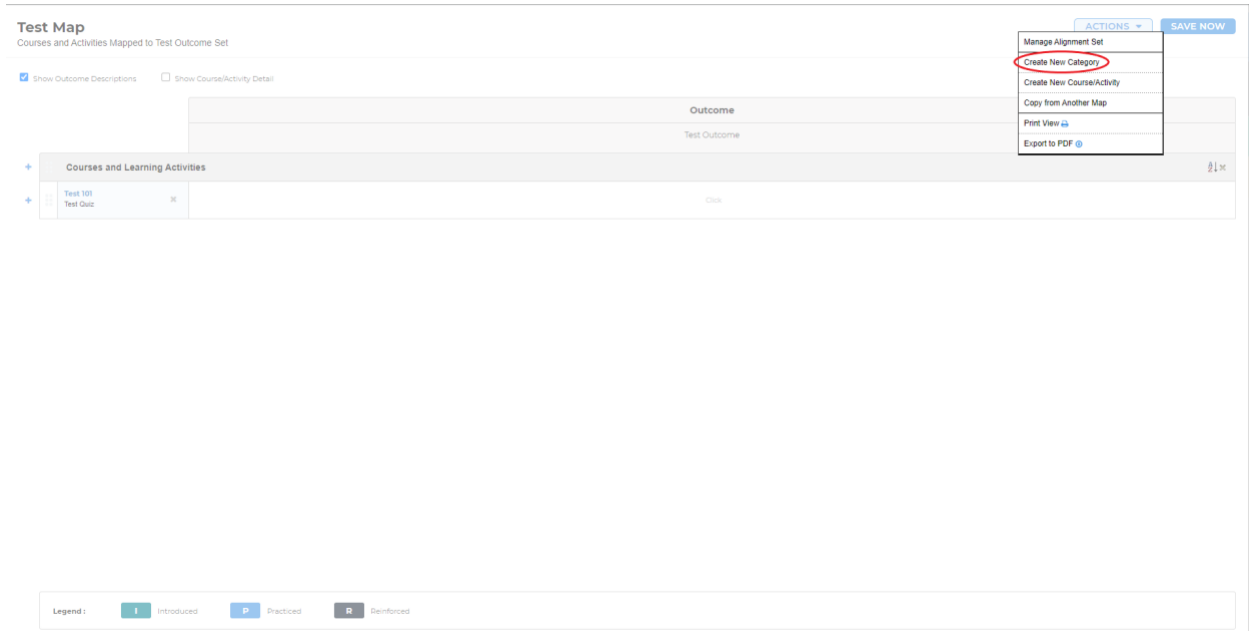
You will be asked to enter in a Course/Activity ID, Course/Activity Title, and optionally a Description. Once you have finished entering in that information, click *Create* at the bottom the box

The screenshot shows the 'Test Map' interface with a modal window open. The modal is titled 'Create a New Course or Activity' and contains the following fields:

- Course/Activity ID: (Max 15 Chars)
- Course/Activity Title: (Max 100 Chars)
- Description: Optional (Max 1000 Chars) with a 'Check Spelling' button.
- Link: Optional (Max 100 Chars)

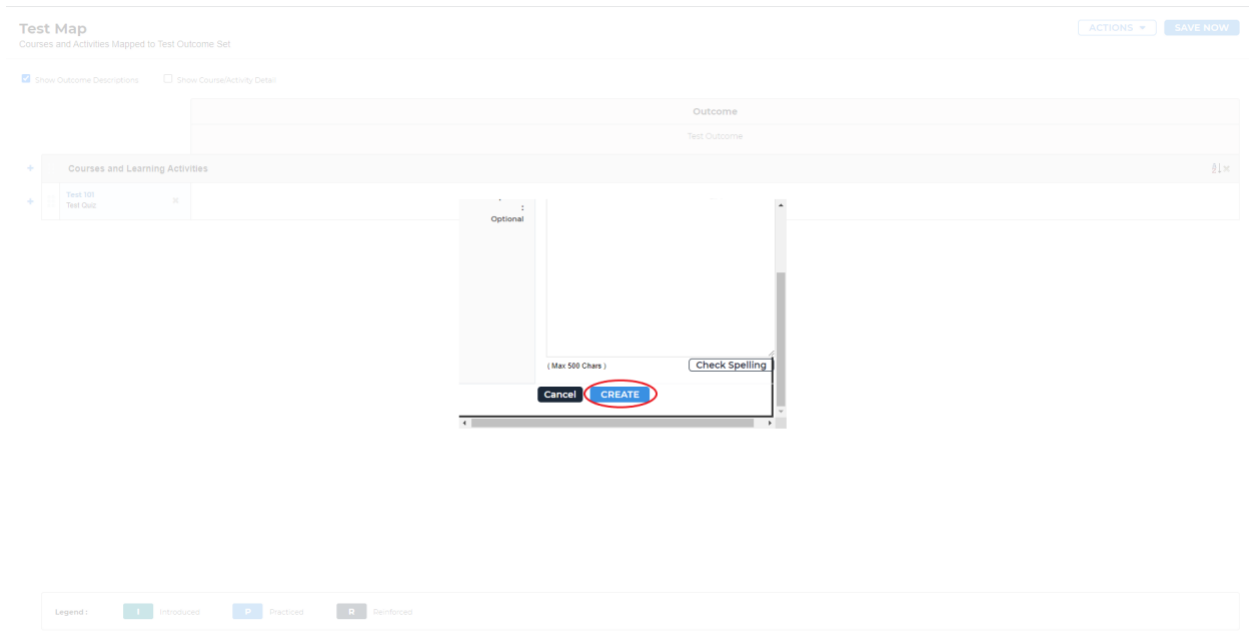
At the bottom of the modal, there are 'Cancel' and 'CREATE' buttons. The 'CREATE' button is circled in red. The background shows the same 'Test Map' interface as the previous screenshot, with the 'Courses and Learning Activities' category selected.

You will now see your course/activity under *Courses and Learning Activities*. If you'd like to add a course/activity to a different category, click *Actions* in the upper right-hand corner and select *Create New Category* from the dropdown



The screenshot shows the 'Test Map' interface. At the top right, there is an 'ACTIONS' dropdown menu with a 'SAVE NOW' button next to it. The dropdown menu is open, showing several options: 'Manage Alignment Set', 'Create New Category' (highlighted with a red circle), 'Create New CourseActivity', 'Copy from Another Map', 'Print View', and 'Export to PDF'. Below the menu, the main area displays 'Outcome' and 'Test Outcome' sections. Under 'Courses and Learning Activities', there is a table with columns for 'Test ID' and 'Test Desc'. A legend at the bottom indicates categories: 'I' Introduced, 'P' Practiced, and 'R' Reinforced.

Fill in the category name and optionally a description. Once you have entered that in, click *Create* at the bottom of the box



The screenshot shows the 'Test Map' interface with a modal dialog open for creating a new category. The dialog has a title bar with 'Optional' and a close button. Below the title bar is a text input field with a placeholder '(Max 500 Chars)'. To the right of the input field is a 'Check Spelling' button. At the bottom of the dialog are two buttons: 'Cancel' and 'CREATE' (highlighted with a red circle). The background shows the same 'Test Map' interface as the previous screenshot, but the modal dialog is the primary focus.

To add a course/activity in this category, follow the same steps above for the new category.

9. In the table, you can click the work *Click* to change the status

The screenshot shows the 'Test Map' interface. At the top right, there are 'ACTIONS' and 'SAVE NOW' buttons. Below the title, there are two checkboxes: 'Show Outcome Descriptions' (checked) and 'Show Course/Activity Detail' (unchecked). The main content is a table with two columns: 'Courses and Learning Activities' and 'Outcome'. The 'Outcome' column contains the text 'Test Outcome'. In the 'Courses and Learning Activities' column, there is a row with 'Test 101' and 'Test Quiz'. To the right of this row, in the 'Outcome' column, there is a red circle around the word 'Click'. At the bottom of the screen, there is a legend with three items: 'I Introduced' (green square), 'P Practiced' (blue square), and 'R Reinforced' (black square).

One click will change the status to I for Introduced, two clicks to P for Practiced, and three clicks to R for Reinforced. You can see the legend at the bottom of the screen

This screenshot is identical to the one above, but with a red oval highlighting the legend at the bottom of the screen. The legend consists of three items: 'I Introduced' (green square), 'P Practiced' (blue square), and 'R Reinforced' (black square).

10. There is an autosave feature, but when you are finished it is recommended that you save manually. Click *Save Now* in the upper right-hand corner to save

Test Map
Courses and Activities Mapped to Test Outcome Set

ACTIONS **SAVE NOW**
Autosaved on 10/14/2021 at 1:57:43 pm

Show Outcome Descriptions Show Course/Activity Detail

Outcome	
Test Outcome	
Courses and Learning Activities	
Test 101 Test Quiz	I

Legend: **I** Introduced **P** Practiced **R** Reinforced

When you have saved, you can close out of the window

11. If you need to add anything to the curriculum map, follow steps 7-10. Once you are finished adding everything into the curriculum map, click *Check In* in the upper right-hand corner

EXPAND ALL COLLAPSE ALL

Curriculum Map - Optional (Curriculum Map)

VIEW LOG WORD PDF PRINT SHARE **CHECK IN**

Work In Progress
Checked out : 10/14/2021 12:43:33 PM (EDT)
Checked out to : Fairmont Manager

Directions
Review Method

Create New Curriculum Map

Active Curriculum Map s

- Test Map Alignment Set [\[View Set\]](#)
Created 10/13/2021 2:40:22 pm EDT
Last Modified 10/14/2021 12:44:29 pm EDT

Edit Map
[Refresh] [Save As Copy] [Cancel]
[Print View] [Export] [Account]

12. You will see a screen that says *Check In Successful* at the top. If you'd like, you can add comments on the updates you made that will be recorded in the log for future reference. Click *Submit Comment* after entering in your comment. If you do not want to add in a comment, click *Return to Work Area* at the top of the screen

The screenshot shows a web interface with a sidebar on the left and a main content area on the right. The sidebar has a header with 'EXPAND ALL' and 'COLLAPSE ALL' buttons. Below it, there are several sections: 'General Information', 'Standing Requirements' (with sub-items: Catalog Course Description, Course Outcomes, Curriculum Map - Optional), '2009-2010 Assessment Cycle' (with sub-items: Assessment Plan, Assessment Findings, Action Plan, Status Report, Syllabus, General Studies Inclusion), '2010-2011 Assessment Cycle' (with sub-items: Assessment Plan, Assessment Findings, Action Plan, Status Report, Syllabus), and '2011-2012 Assessment Cycle' (with sub-items: Assessment Plan, Assessment Findings, Action Plan, Status Report). The main content area is titled 'Check In Successful'. It contains the text 'You have checked in the following area : Standing Requirements : Curriculum Map - Optional'. Below this, there is a red circle around a link that says 'Return to Work Area'. Underneath, there is an 'Optional' section with a checkbox labeled 'Check in all other areas checked out by you (not applicable)'. Below that is a text input field with the label 'Add comment to the revision history log :'. At the bottom of the main content area, there is a section titled 'What would you like to do next?' with two radio button options: 'Return to Work Area' (which is selected) and 'Go to Submission Area'. A 'Submit Comment' button is located below these options.