

# Mapping SLOs to ILOs

You can do the following:

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## Steps

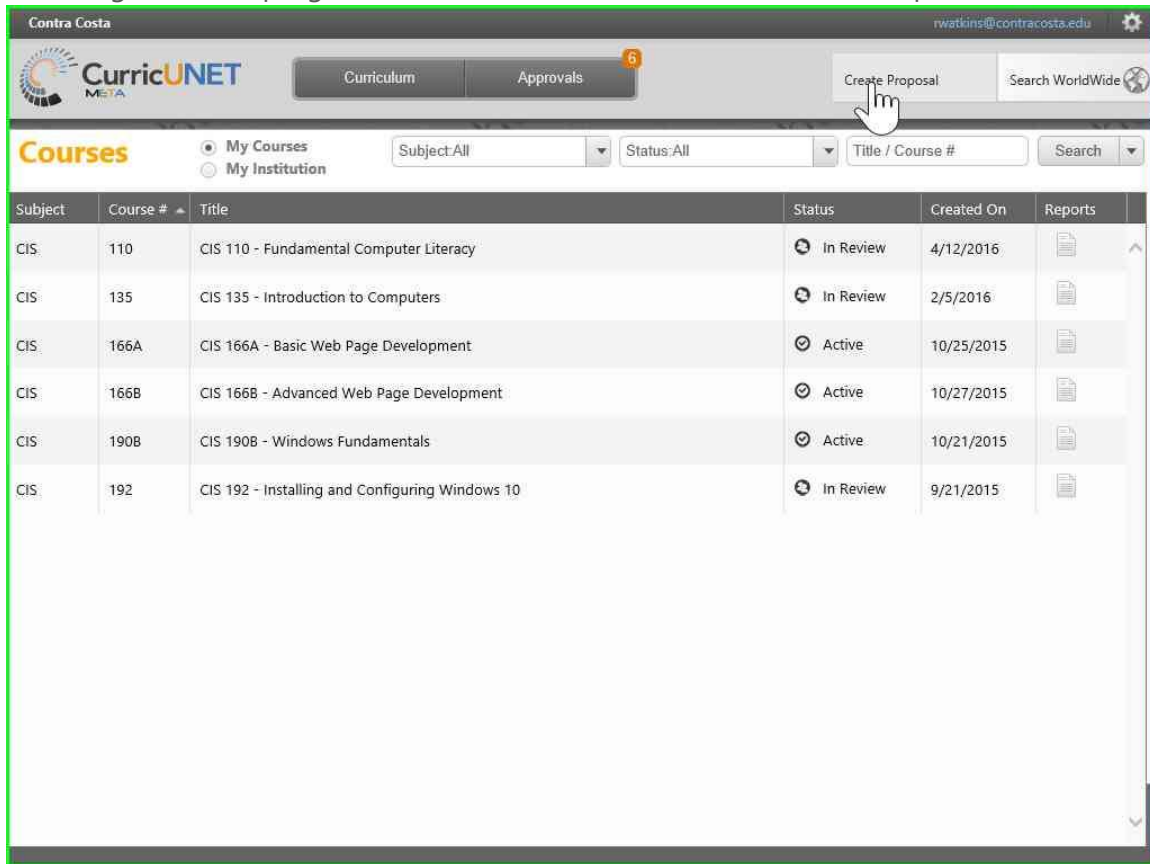
**Step 1:** When you first login to CurricUNET, it takes you to the "My Courses" screen.

The screenshot displays the CurricUNET interface for a user named rwatkins@contracosta.edu. The main heading is "Courses" with options for "My Courses" (selected) and "My Institution". There are filters for "Subject: All" and "Status: All", and a search bar. A table lists the following courses:

Subject	Course #	Title	Status	Created On	Reports
CIS	110	CIS 110 - Fundamental Computer Literacy	In Review	4/12/2015	[Report]
CIS	135	CIS 135 - Introduction to Computers	In Review	2/5/2016	[Report]
CIS	166A	CIS 166A - Basic Web Page Development	Active	10/25/2015	[Report]
CIS	166B	CIS 166B - Advanced Web Page Development	Active	10/27/2015	[Report]
CIS	190B	CIS 190B - Windows Fundamentals	Active	10/21/2015	[Report]
CIS	192	CIS 192 - Installing and Configuring Windows 10	In Review	9/21/2015	[Report]

The URL at the bottom of the browser window is <https://contracosta.sandbox.curricunet.com/>.

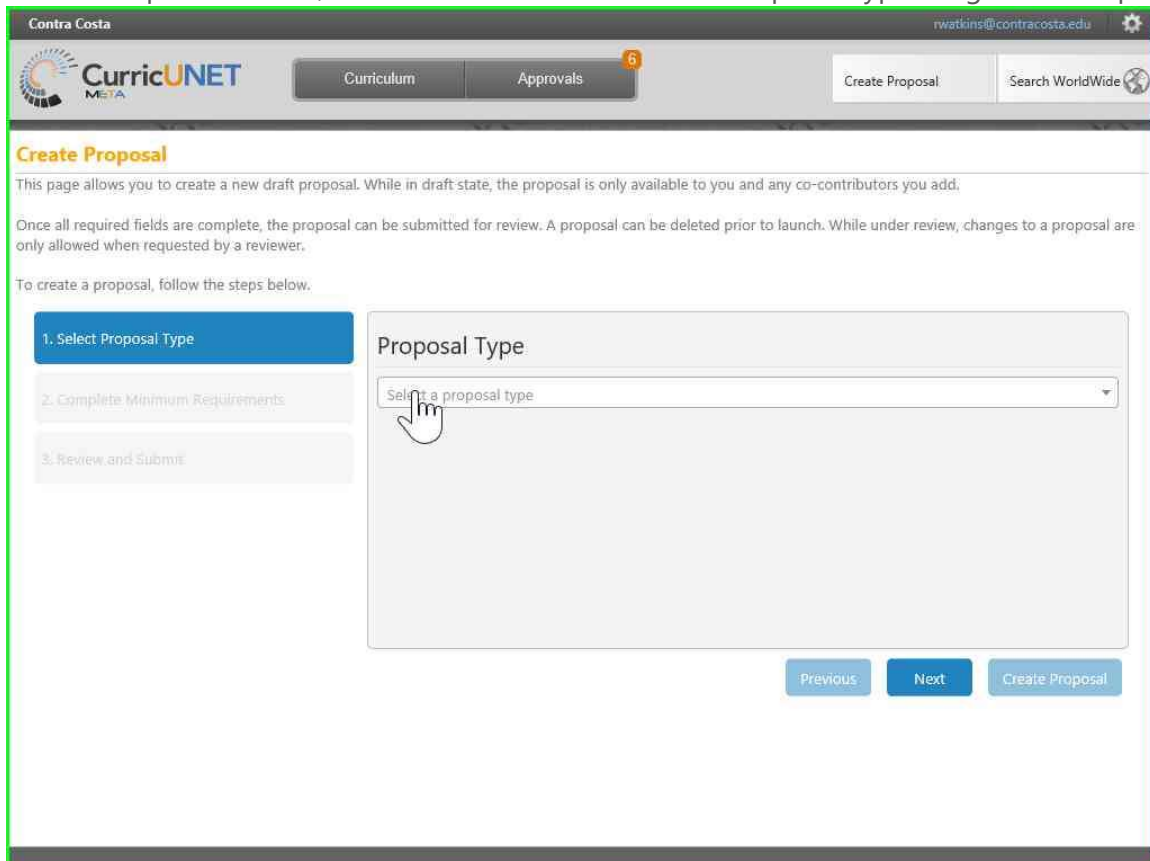
**Step 2:** To create/change courses, programs, or assessments; click on the "Create Proposal" button.



The screenshot shows the CurricUNET interface. At the top, there is a navigation bar with 'Curriculum' and 'Approvals' tabs, and a 'Create Proposal' button. Below the navigation bar, there is a search bar and a 'Search WorldWide' button. The main content area displays a table of courses with columns for Subject, Course #, Title, Status, Created On, and Reports. A hand cursor is pointing to the 'Create Proposal' button.

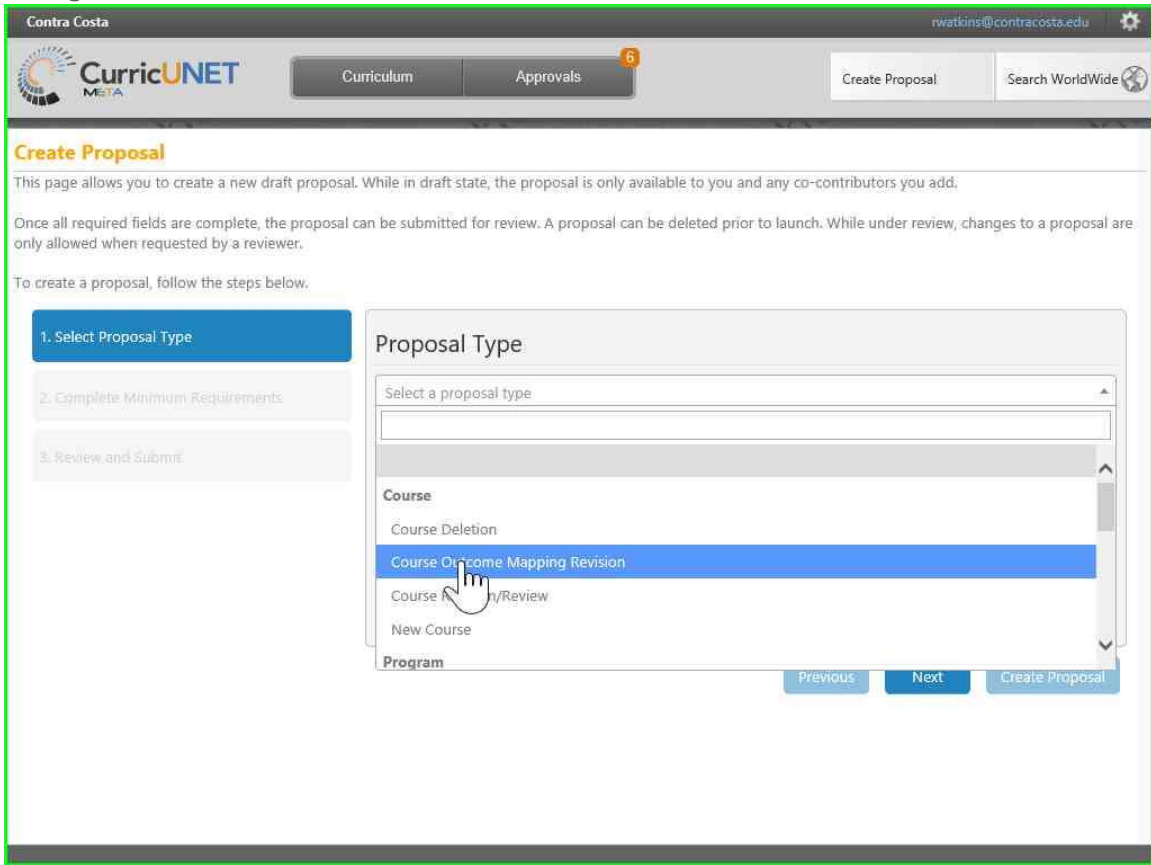
Subject	Course #	Title	Status	Created On	Reports
CIS	110	CIS 110 - Fundamental Computer Literacy	In Review	4/12/2016	
CIS	135	CIS 135 - Introduction to Computers	In Review	2/5/2016	
CIS	166A	CIS 166A - Basic Web Page Development	Active	10/25/2015	
CIS	166B	CIS 166B - Advanced Web Page Development	Active	10/27/2015	
CIS	190B	CIS 190B - Windows Fundamentals	Active	10/21/2015	
CIS	192	CIS 192 - Installing and Configuring Windows 10	In Review	9/21/2015	

**Step 3:** In the "Create Proposal" screen, click on the blank field below "Proposal Type" to get a list of proposal types.



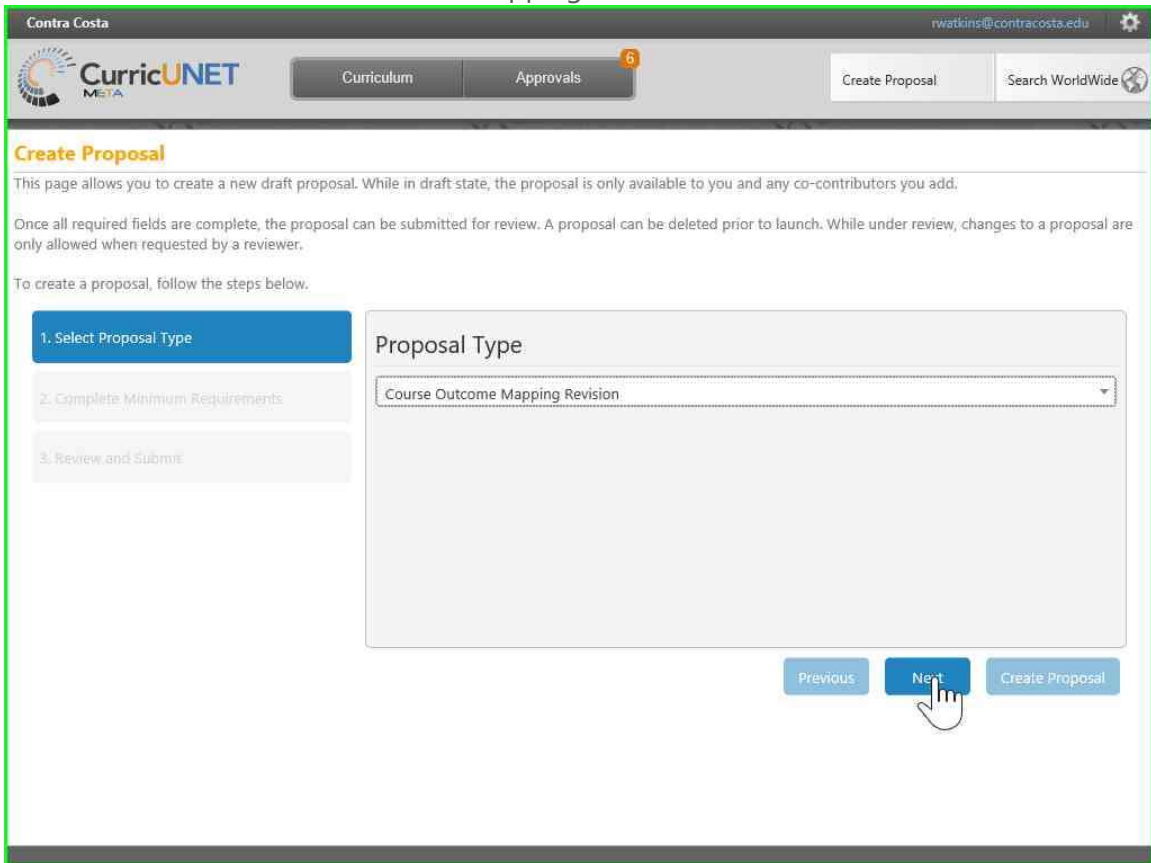
The screenshot shows the 'Create Proposal' screen. It includes a navigation bar with 'Curriculum' and 'Approvals' tabs, and a 'Create Proposal' button. Below the navigation bar, there is a search bar and a 'Search WorldWide' button. The main content area displays the 'Create Proposal' form. The form has a title 'Create Proposal' and a subtitle 'This page allows you to create a new draft proposal. While in draft-state, the proposal is only available to you and any co-contributors you add. Once all required fields are complete, the proposal can be submitted for review. A proposal can be deleted prior to launch. While under review, changes to a proposal are only allowed when requested by a reviewer. To create a proposal, follow the steps below.' The form has three steps: 1. Select Proposal Type, 2. Complete Minimum Requirements, and 3. Review and Submit. The 'Proposal Type' field is a dropdown menu with the text 'Select a proposal type'. A hand cursor is pointing to the dropdown menu. At the bottom of the form, there are three buttons: 'Previous', 'Next', and 'Create Proposal'.

**Step 4:** The first proposal type you need to use for SLO Assessment is the "Course Outcome Mapping Revision". This proposal type is ONLY used for courses that are not part of a program. These courses need to map to an Institutional Learning Outcome (ILO).



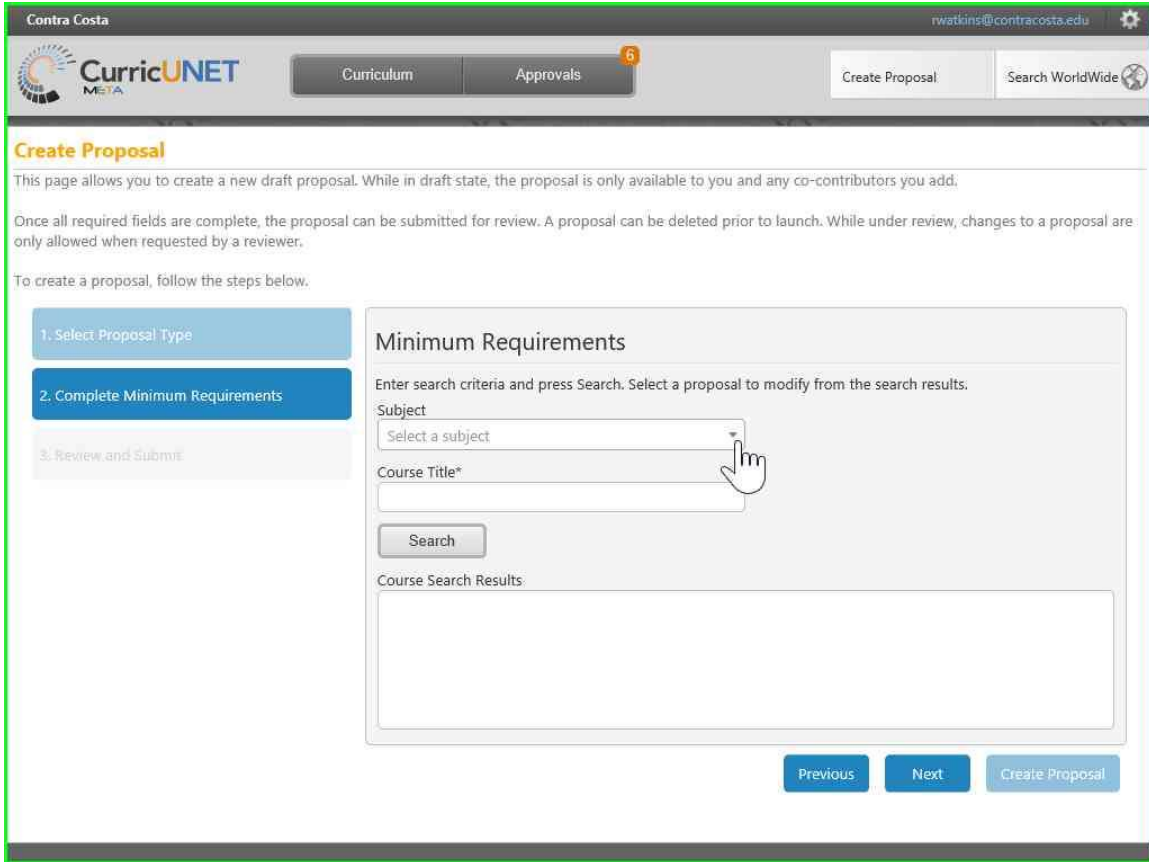
The screenshot shows the 'Create Proposal' page in the CurricUNET system. The page header includes the Contra Costa logo, the CurricUNET logo, and navigation buttons for 'Curriculum' and 'Approvals'. A 'Create Proposal' button and a 'Search WorldWide' search bar are also visible. The main content area is titled 'Create Proposal' and contains instructions for creating a new draft proposal. A sidebar on the left lists three steps: '1. Select Proposal Type', '2. Complete Minimum Requirements', and '3. Review and Submit'. The 'Proposal Type' dropdown menu is open, showing options: 'Course Deletion', 'Course Outcome Mapping Revision' (highlighted), 'Course Approval/Review', and 'New Course'. Below the dropdown are 'Previous', 'Next', and 'Create Proposal' buttons.

**Step 5:** Once you have selected "Course Outcome Mapping Revision", click on "Next" to continue.



The screenshot shows the 'Create Proposal' page after the 'Course Outcome Mapping Revision' option has been selected in the dropdown menu. The dropdown now displays 'Course Outcome Mapping Revision'. The 'Next' button in the bottom right corner is highlighted with a mouse cursor, indicating the next step in the process. The rest of the page layout, including the sidebar and navigation buttons, remains the same as in the previous screenshot.

**Step 6:** Click on blank field below "Subject" to choose the subject of the course. You can only see the subjects that you have permissions for.



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CurricUNET META Curriculum Approvals 6 Create Proposal Search WorldWide

### Create Proposal

This page allows you to create a new draft proposal. While in draft state, the proposal is only available to you and any co-contributors you add.

Once all required fields are complete, the proposal can be submitted for review. A proposal can be deleted prior to launch. While under review, changes to a proposal are only allowed when requested by a reviewer.

To create a proposal, follow the steps below.

1. Select Proposal Type
2. Complete Minimum Requirements
3. Review and Submit

#### Minimum Requirements

Enter search criteria and press Search. Select a proposal to modify from the search results.

Subject  
Select a subject

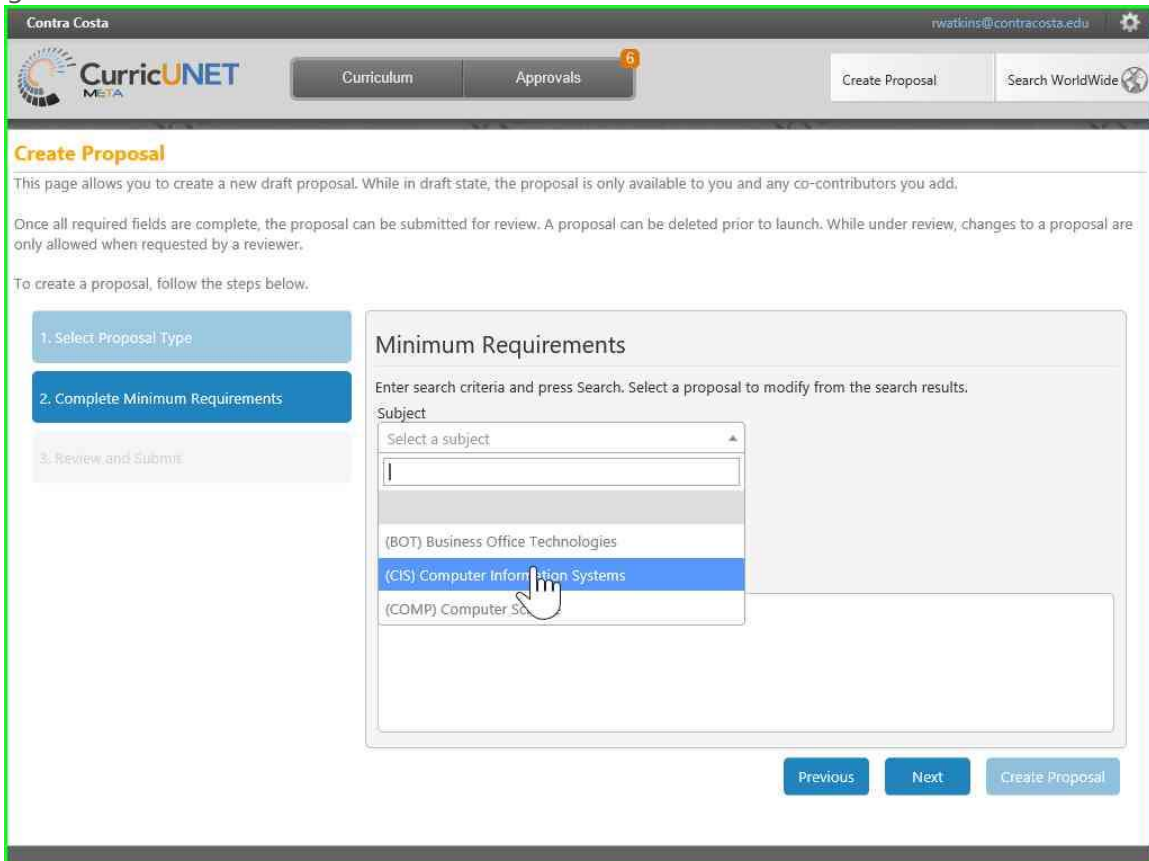
Course Title\*

Search

Course Search Results

Previous Next Create Proposal

**Step 7:** Select the appropriate subject. You can click and select again if you make a mistake. Click "Next" to go to the next field.



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3. Review and Submit

#### Minimum Requirements

Enter search criteria and press Search. Select a proposal to modify from the search results.

Subject  
Select a subject

- (BOT) Business Office Technologies
- (CIS) Computer Information Systems**
- (COMP) Computer Science

Course Title\*

Search

Course Search Results

Previous Next Create Proposal

**Step 8:** For the "Course Title", it is easiest to just click "Search".

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Curriculum Approvals 6

Create Proposal Search WorldWide

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To create a proposal, follow the steps below.

1. Select Proposal Type
- 2. Complete Minimum Requirements**
3. Review and Submit

#### Minimum Requirements

Enter search criteria and press Search. Select a proposal to modify from the search results.

Subject  
(CIS) Computer Information Systems

Course Title\*

Search

Course Search Results

Previous Next Create Proposal

**Step 9:** Select the appropriate course.

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Curriculum Approvals 6

Create Proposal Search WorldWide

### Create Proposal

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To create a proposal, follow the steps below.

1. Select Proposal Type
- 2. Complete Minimum Requirements**
3. Review and Submit

#### Minimum Requirements

Enter search criteria and press Search. Select a proposal to modify from the search results.

Subject  
(CIS) Computer Information Systems

Course Title\*

Search

Course Search Results

- CIS 095U - Computer Laboratory
- CIS 100 - Topics in Computer Information Systems
- CIS 110 - Computer Literacy
- CIS 112 - Fundamental Computer Literacy
- CIS 125 - Computer Logic Concepts
- CIS 135 - Introduction to Computers
- CIS 166A - Basic Web Page Development
- CIS 166B - Advanced Web Page Development

Previous Next Create Proposal

**Step 10:** Click "Next" to continue.

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Create Proposal Search WorldWide

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To create a proposal, follow the steps below.

1. Select Proposal Type
- 2. Complete Minimum Requirements**
3. Review and Submit

#### Minimum Requirements

Enter search criteria and press Search. Select a proposal to modify from the search results.

Subject  
(CIS) Computer Information Systems

Course Title\*

Search

Course Search Results

- CIS 095U - Computer Laboratory
- CIS 100 - Topics in Computer Information Systems
- CIS 110 - Computer Literacy
- CIS 112 - Fundamental Computer Literacy
- CIS 125 - Computer Logic Concepts
- CIS 135 - Introduction to Computers
- CIS 166A - Basic Web Page Development**
- CIS 166B - Advanced Web Page Development

Previous **Next** Create Proposal

**Step 11:** You are ready to create the proposal. To review the proposal, click "Previous" to go back to the previous screen.

Click "Create Proposal" to go to the "Course Outcome Mapping Revision" screen for that course.

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Curriculum Approvals 6

Create Proposal Search WorldWide

### Create Proposal

This page allows you to create a new draft proposal. While in draft state, the proposal is only available to you and any co-contributors you add.

Once all required fields are complete, the proposal can be submitted for review. A proposal can be deleted prior to launch. While under review, changes to a proposal are only allowed when requested by a reviewer.

To create a proposal, follow the steps below.

1. Select Proposal Type
2. Complete Minimum Requirements
- 3. Review and Submit**

#### Proposal Summary

Please review the proposal details below. If you need to make changes click on any of the previous steps to modify the proposal.

**Course Outcome Mapping Revision**

Course: **CIS 166A - Basic Web Page Development**

If this is correct press Create Proposal.

Previous Next **Create Proposal**



**Step 12:** Click on "Course Outcomes" to change the Student Learning Outcomes.

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Create Proposal Search WorldWide

### Course Outcome Mapping Revision: CIS 166A - Basic Web Page Development

Status: Draft Launch Delete Draft

Cover 8/8

Units/Hours  
Requisites  
Course Objectives  
Degree/Transfer Applicability  
Course Outcomes  
Methods of Evaluation 1/1  
Methods of Instruction  
Out of Class Assignments  
Course Lecture Content  
Course Lab Content  
Learning Resources

Subject Area \* CIS - Computer Information Systems  
Course Number \* 166A  
Full Name/Title \* Basic Web Page Development  
Course Catalog Description \*  
This course provides an introduction to web page development using static HTML5 and CSS. Basic "real-world" application of web pages including text, styles, graphics, links, tables, and forms using a simple text editor.

Course Schedule Description \*  
This course provides an introduction to web page development using static HTML5 and CSS. Basic "real-world" application of web pages including text, styles, graphics, links, tables, and forms using a simple text editor.

<https://contracosta.sandbox.curricunet.com/form/Cours...>

**Step 13:** In the "Course Outcomes", although it shows "Add New Item", you can only modify the Institutional Student Learning Outcomes.

Click on the name of one of the SLOs with the blue background to map that SLO to an ILO.

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Curriculum Approvals 5  
Create Proposal Search WorldWide

### Course Outcome Mapping Revision: CIS 166A - Basic Web Page Development

Status: Draft Launch Delete Draft

Cover 8/8

Units/Hours  
Requisites  
Course Objectives  
Degree/Transfer Applicability  
Course Outcomes  
Methods of Evaluation 1/1  
Methods of Instruction  
Out of Class Assignments  
Course Lecture Content  
Course Lab Content  
Learning Resources (Texts)

#### Course Outcomes

Outcome Show Details Add New Item

- Demonstrate use of document object model (DOM)**  
Assessment methods: Specific steps within an exam  
Assessment Criteria: At least 80% of students will have a working Web page from the exam  
Institutional Student Learning Outcomes  
*This section does not contain any data.*
- Create a Web page using a text editor**  
Assessment methods: Specific steps within an exam  
Assessment Criteria: At least 90% of students will complete each step of exam  
Institutional Student Learning Outcomes  
*This section does not contain any data.*
- Implement basic HTML objects**  
Assessment methods: Specific steps within an exam  
Assessment Criteria: At least 70% of students will achieve a 70% or better on the exam  
Institutional Student Learning Outcomes  
*This section does not contain any data.*

Fields marked with \* are required

**Step 14:** At the bottom of the screen, below "Institutional Student Learning Outcome", check the ILOs that this SLO supports.

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**CurricUNET** Curriculum Approvals 6 Create Proposal Search WorldWide

### Course Outcome Mapping Revision: CIS 166A - Basic Web Page Development

Status: Draft Launch Delete Draft

- Cover 8/8
- Units/Hours
- Requisites
- Course Objectives
- Degree/Transfer Applicability
- Course Outcomes
- Methods of Evaluation 1/1
- Methods of Instruction
- Out of Class Assignments
- Course Lecture Content
- Course Lab Content
- Learning Resources (Texts)

#### Course Outcomes

Outcome

Assessment Criteria

At least 80% of students will have a working Web page from the exam

Explain and give examples of how students will achieve the outcome in an online learning environment

#### Institutional Student Learning Outcomes

- Critical thinking skills and abilities, including evaluating, analyzing, and applying information;
- Communication skills using verbal, auditory, written, numerical, and visual forms;
- Awareness of themselves, their community, and the world around them, leading to personal responsibility, ethics, and civil engagement.

Update Cancel

Fields marked with \* are required

**Step 15:** Click on "Update" to save these changes to the SLO/ILO mapping.

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**CurricUNET** Curriculum Approvals 6 Create Proposal Search WorldWide

### Course Outcome Mapping Revision: CIS 166A - Basic Web Page Development

Status: Draft Launch Delete Draft

- Cover 8/8
- Units/Hours
- Requisites
- Course Objectives
- Degree/Transfer Applicability
- Course Outcomes
- Methods of Evaluation 1/1
- Methods of Instruction
- Out of Class Assignments
- Course Lecture Content
- Course Lab Content
- Learning Resources (Texts)

#### Course Outcomes

Outcome

Assessment Criteria

At least 80% of students will have a working Web page from the exam

Explain and give examples of how students will achieve the outcome in an online learning environment

#### Institutional Student Learning Outcomes

- Critical thinking skills and abilities, including evaluating, analyzing, and applying information;
- Communication skills using verbal, auditory, written, numerical, and visual forms;
- Awareness of themselves, their community, and the world around them, leading to personal responsibility, ethics, and civil engagement.

Update Cancel

Fields marked with \* are required



**Step 16:** Notice that the ILOs have been added at the bottom of the SLO. Repeat this process for any other SLOs.  
*Note:* You only have to map one SLO to an ILO.

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CurricUNET Curriculum Approvals <sup>6</sup> Create Proposal Search WorldWide

### Course Outcome Mapping Revision: CIS 166A - Basic Web Page Development

Status: Draft Launch Delete Draft

**Course Outcomes** Show Details Add New Item

**Demonstrate use of document object model (DOM)**

**Assessment methods:** Specific steps within an exam  
**Assessment Criteria:** At least 80% of students will have a working Web page from the exam

**Institutional Student Learning Outcomes**  
Communication skills using verbal, auditory, written, numerical, and visual forms.

**Create a Web page using a text editor**

**Assessment methods:** Specific steps within an exam  
**Assessment Criteria:** At least 90% of students will complete each step of exam

**Institutional Student Learning Outcomes**  
*This section does not contain any data.*

**Implement basic HTML objects**

**Assessment methods:** Specific steps within an exam  
**Assessment Criteria:** At least 70% of students will achieve a 70% or better on the exam

**Institutional Student Learning Outcomes**  
*This section does not contain any data.*

Fields marked with \* are required

**Step 17:** Click on "Launch" to submit the proposal.

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CurricUNET Curriculum Approvals <sup>6</sup> Create Proposal Search WorldWide

### Course Outcome Mapping Revision: CIS 166A - Basic Web Page Development

Status: Draft Launch Delete Draft

**Course Outcomes** Show Details Add New Item

**Demonstrate use of document object model (DOM)**

**Assessment methods:** Specific steps within an exam  
**Assessment Criteria:** At least 80% of students will have a working Web page from the exam

**Institutional Student Learning Outcomes**  
Communication skills using verbal, auditory, written, numerical, and visual forms.

**Create a Web page using a text editor**

**Assessment methods:** Specific steps within an exam  
**Assessment Criteria:** At least 90% of students will complete each step of exam

**Institutional Student Learning Outcomes**  
*This section does not contain any data.*

**Implement basic HTML objects**

**Assessment methods:** Specific steps within an exam  
**Assessment Criteria:** At least 70% of students will achieve a 70% or better on the exam

**Institutional Student Learning Outcomes**  
*This section does not contain any data.*

Fields marked with \* are required

**Step 18:** Click on "OK" to confirm the proposal.

*Note:* You can no longer edit the proposal once submitted.

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CurricUNET Curriculum Approvals <sup>6</sup> Create Proposal Search WorldWide

### Course Outcome Mapping Revision: CIS 166A - Basic Web Page Development

Status: Draft Launch Delete Draft

**Course Outcomes**

Outcome Show Details Add New Item

- Demonstrate use of document object model (DOM)**  
Assessment methods: Specific steps within an exam  
Assessment Criteria: At least 90% of students will complete each step of exam  
Institutional Student Learning Outcomes  
*This section does not contain any data.*
- Create a V**
- Implement basic HTML objects**  
Assessment methods: Specific steps within an exam  
Assessment Criteria: At least 70% of students will achieve a 70% or better on the exam  
Institutional Student Learning Outcomes  
*This section does not contain any data.*

Methods of Evaluation 1/1

Methods of Instruction

Out of Class Assignments

Course Lecture Content

Course Lab Content

Learning Resources (Texts)

\*fields marked with \* are required

**Step 19:** The "Proposal Launched" screen shows you as the originator and that the proposal must be approved by the SLO Coordinator.

Click "Back to Courses" to see your course proposals.

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CurricUNET Curriculum Approvals <sup>7</sup> Create Proposal Search WorldWide

## Proposal Launched

Proposal Type: Course Outcome Mapping Revision

Proposal Title: Basic Web Page Development

[Back to Courses](#)

History Status

Action Date	Step	Step Type	User Fullname	Action	Action Comment
	SLO Coordinator	Required	Randy Watkins	Pending	
12/30/2016 07:42 PM	Originator	Required	Randy Watkins	Launch	Launch

[Refresh](#)

<https://contracosta.sandbox.curricunet.com/Course>

**Step 20:** You will now see your proposal in your course list.

The screenshot shows the CurricUNET interface for Contra Costa. The top navigation bar includes 'Curriculum' and 'Approvals' (with a notification badge '7'), a 'Create Proposal' button, and a 'Search WorldWide' button. The main content area is titled 'Courses' and features a filter for 'CIS' and a status dropdown set to 'Active, Approved, Deleted, Dr'. A search bar is also present.

Subject	Course #	Title	Status	Created On	Reports
CIS	095A	CIS 095A - Computer Laboratory	Draft	12/27/2016	
CIS	095B	CIS 095B - Computer Laboratory	Draft	12/28/2016	
CIS	110	CIS 110 - Fundamental Computer Literacy	In Review	4/12/2016	
CIS	135	CIS 135 - Introduction to Computers	In Review	2/5/2016	
CIS	166A	CIS 166A - Basic Web Page Development	In Review	12/30/2016	
CIS	166A	CIS 166A - Basic Web Page Development	Active	10/25/2015	
CIS	166B	CIS 166B - Advanced Web Page Development	Active	10/27/2015	
CIS	190B	CIS 190B - Windows Fundamentals	Active	10/21/2015	
CIS	192	CIS 192 - Installing and Configuring Windows 10	In Review	9/21/2015	