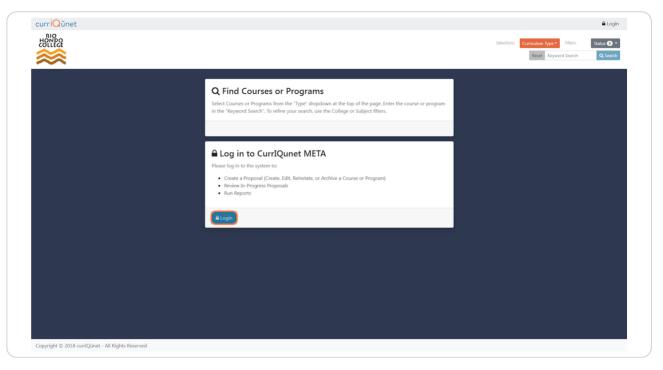
## From the CurrlQunet home page, click on "Login"



# Enter login credentials

**STEP 2** 

	rograms from the "Type" dropdown at the t arch". To refine your search, use the College		program
Log in to the Please log in to the Create a Prop Review In-Pr Run Reports	Log in to CurrIQunet META Email Password  Sign in Forgot your password?	Request access	

## STEP 3

# Click on "Sign in" to enter CurrlQunet

Disease loss in to the	Email
Please log in to the     Create a Prop	
Review In-Pr     Run Reports	Password
Run Reports	•••••
<b>▲</b> Login	Sign in Forgot your password?

## Click on "Create Proposal"

orts Approvals	41		Create Pr	oposal 💽
My Proposals	Subject	▼ Proposal Type ▼ Status ▼	🖡 Sort Optic	ons 📥 Export
	× Keyw	ord Search:		Q Search
		Туре	Status	Reports
ion to Administration of Justice		Credit Course SLO Revision	Active	
Procedures		Credit Course SLO Revision	Active	
ty Relations/Multicultural Issues rice		Credit Course SLO Revision Active		
Law I		Credit Course SLO Revision	Active	
Law II		Credit Course SLO Revision	Active	
ene Investigation		Credit Course SLO Revision	Active	
aw and Procedure		Credit Course SLO Revision	Active	

## STEP 5

# Expand the pull-down menu from the "down arrow" on the right side

∋ps below.		
	Proposal Type	
ents	Select a proposal type	
	Previous Next Create Prop	oosal

## Scroll thru and click on "Noncredit" or "Credit Course SLO Revision"

Select a proposal type	
Course Deactivation	
Credit Course Reactivation	
Credit Course Revision	
Credit Course SLO Revision	
New Credit Course	
Request for Distance Education	
Degrees/ Certificates	,

## STEP 7

# Confirm the proposal type and click "Next"

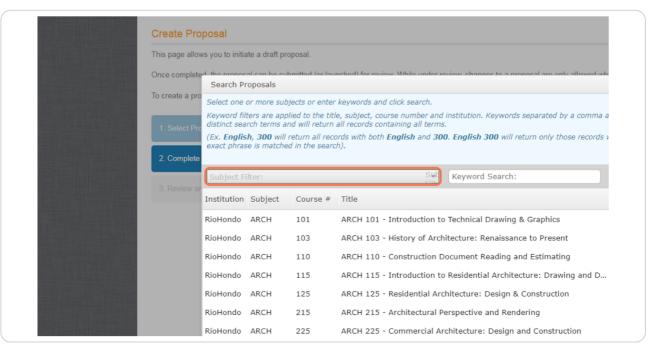
t Proposal Type	Proposal Type
	Credit Course SLO Revision *
	Previous Next Create Proposal

## Click the "Find Proposal" button

Create Proposal This page allows you to initiate a draft proposal Once completed, the proposal can be submitte	l. d (or launched) for review. 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	Proposal Requirements
2. Complete Proposal Requirements	Credit Course SLO Revision
3. Review and Submit	Use "Find Proposal" to search the proposal you want to update. Find Proposal Source:
	Previous Next Create Proposal

#### STEP 9

# (If desired,) expand the Subject Filter to view available prefixes



# STEP 10 Click on the desired prefix(es)

This page allow	vs you to initiate a draft pr	oposal.		
Once complete	search Proposals	bmitted (or law	inched) for roviow M/bile up	odar raviow, changes to a proposal are only allowed wh
To create a pro		piects or enter	r keywords and click searc	-h
1. Select Pro	Keyword filters are app	- plied to the tit		er and institution. Keywords separated by a comma a
1. Select Pro	(Ex. <b>English, 300</b> will exact phrase is matche			nd <b>300. English 300</b> will return only those records v
2. Complete				
	Subject Filter:			Keyword Search:
3. Review an	Looking for			
	(ARCH) Architec	ture		
	(ATMN) Automat	ion		to Technical Drawing & Graphics
and the second	CIV) Civil Desig	n		:hitecture: Renaissance to Present
	(ENGR) Engineer	ring		Document Reading and Estimating
	(ENGT) Engineer	ring Technolo	gy	co Residential Architecture: Drawing and D
	(GIS) Geographi	c Informatio	n Systems	▼ rchitecture: Design & Construction
	RioHondo ARCH	215	ARCH 215 - Architectu	ural Perspective and Rendering
	RioHondo ARCH	225	ARCH 225 - Commerci	ial Architecture: Design and Construction
State of the state	RioHondo ARCH	235	ARCH 235 - Architectu	ural Design Studio
and the second	P	000	ADOLLODG ALLELL	in the state of the m

## STEP 11

# Locate the desired course and click on the course title to highlight

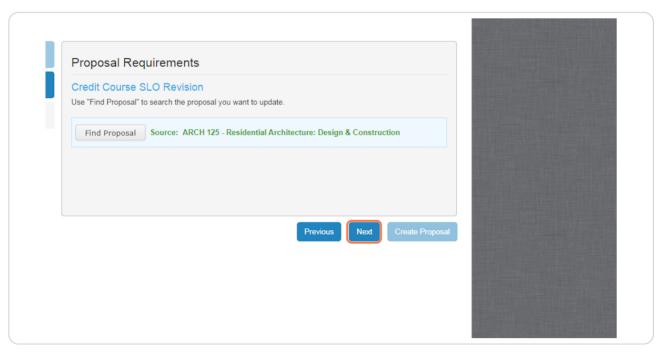
(ARCH) A	rchitecture		Swe Keyword Search:	Reset	
Institution	Subject	Course #	Title	Status	
RioHondo	ARCH	101	ARCH 101 - Introduction to Technical Drawing & Graphics	Active	
RioHondo	ARCH	103	ARCH 103 - History of Architecture: Renaissance to Present	Active	
RioHondo	ARCH	110	ARCH 110 - Construction Document Reading and Estimating	Active	
RioHondo	ARCH	115	ARCH 115 - Introduction to Residential Architecture: Drawing and D	Active	
RioHondo	ARCH	125	ARCH 125 - Residential Architecture: Design & Construction	Active	
RioHondo	ARCH	215	ARCH 215 - Architectural Perspective and Rendering	Active	ate Proposal
RioHondo	ARCH	225	ARCH 225 - Commercial Architecture: Design and Construction	Active	
RioHondo	ARCH	235	ARCH 235 - Architectural Design Studio	Active	
RioHondo	ARCH	236	ARCH 236 - Architectural Design Studio II	Active	
RioHondo	ARCH	260	ARCH 260 - Residential Architecture Using Revit and 3D Software	Active 👻	
HA	1 2 3 4	5 🕨	M	1-10 of 93	

## Click the "Select Proposal" button

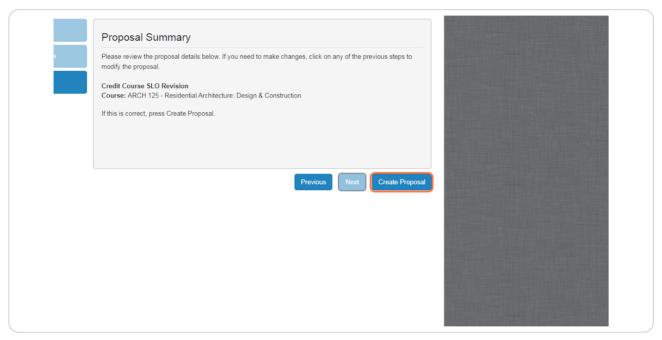
ARCH 101 ARCH 101 - Introduction to Technical Drawing & Graphics Active   ARCH 103 ARCH 103 - History of Architecture: Renaissance to Present Active   ARCH 110 ARCH 110 - Construction Document Reading and Estimating Active   ARCH 115 ARCH 115 - Introduction to Residential Architecture: Drawing and D Active   ARCH 125 ARCH 125 - Residential Architecture: Design & Construction Active   ARCH 215 ARCH 215 - Architectural Perspective and Rendering Active   ARCH 225 ARCH 225 - Commercial Architecture: Design and Construction Active   ARCH 235 ARCH 236 - Architectural Design Studio Active   ARCH 236 ARCH 236 - Architectural Design Studio II Active   ARCH 260 ARCH 236 - Architecture: Design & Construction Active   1 2 3 4 5   1 2 3 4 5   1 2 3 4 5   1 2 3 4 5	Subject	Course #	Title	Status	
ARCH       110       ARCH 110 - Construction Document Reading and Estimating       Active         ARCH       115       ARCH 115 - Introduction to Residential Architecture: Drawing and D       Active         ARCH       125       ARCH 125 - Residential Architecture: Design & Construction       Active         ARCH       215       ARCH 215 - Architectural Perspective and Rendering       Active         ARCH       225       ARCH 225 - Commercial Architecture: Design and Construction       Active         ARCH       235       ARCH 236 - Architectural Design Studio       Active         ARCH       236       ARCH 236 - Architectural Design Studio II       Active         ARCH       260       ARCH 260 - Residential Architecture Using Revit and 3D Software       Active         1       2       3       4       5	ARCH	101	ARCH 101 - Introduction to Technical Drawing & Graphics	Active	
ARCH       115       ARCH 115 - Introduction to Residential Architecture: Drawing and D Active         ARCH       125       ARCH 125 - Residential Architecture: Design & Construction       Active         ARCH       215       ARCH 215 - Architectural Perspective and Rendering       Active         ARCH       225       ARCH 225 - Commercial Architecture: Design and Construction       Active         ARCH       235       ARCH 235 - Architectural Design Studio       Active         ARCH       236       ARCH 236 - Architectural Design Studio II       Active         ARCH       260       ARCH 260 - Residential Architecture Using Revit and 3D Software       Active         1       2       3       4       5	ARCH	103	ARCH 103 - History of Architecture: Renaissance to Present	Active	
ARCH       125       ARCH 125 - Residential Architecture: Design & Construction       Active         ARCH       215       ARCH 215 - Architectural Perspective and Rendering       Active         ARCH       225       ARCH 225 - Commercial Architecture: Design and Construction       Active         ARCH       235       ARCH 235 - Architectural Design Studio       Active         ARCH       236       ARCH 236 - Architectural Design Studio II       Active         ARCH       260       ARCH 260 - Residential Architecture Using Revit and 3D Software       Active         1       2       3       4       5	ARCH	110	ARCH 110 - Construction Document Reading and Estimating	Active	
ARCH       215       ARCH 215 - Architectural Perspective and Rendering       Active         ARCH       225       ARCH 225 - Commercial Architecture: Design and Construction       Active         ARCH       235       ARCH 235 - Architectural Design Studio       Active         ARCH       236       ARCH 236 - Architectural Design Studio II       Active         ARCH       260       ARCH 260 - Residential Architecture Using Revit and 3D Software       Active         1       2       3       4       5	ARCH	115	ARCH 115 - Introduction to Residential Architecture: Drawing and D	Active	
ARCH       215       ARCH 215 - Architectural Perspective and Rendering       Active         ARCH       225       ARCH 225 - Commercial Architecture: Design and Construction       Active         ARCH       235       ARCH 235 - Architectural Design Studio       Active         ARCH       236       ARCH 236 - Architectural Design Studio II       Active         ARCH       260       ARCH 260 - Residential Architecture Using Revit and 3D Software       Active         1       2       3       4       5	ARCH	125	ARCH 125 - Residential Architecture: Design & Construction		
ARCH       235       ARCH 235 - Architectural Design Studio       Active         ARCH       236       ARCH 236 - Architectural Design Studio II       Active         ARCH       260       ARCH 260 - Residential Architecture Using Revit and 3D Software       Active         1       2       3       4       5	ARCH	215	ARCH 215 - Architectural Perspective and Rendering	Active	te Proposal
ARCH       236       ARCH 236 - Architectural Design Studio II       Active         ARCH       260       ARCH 260 - Residential Architecture Using Revit and 3D Software       Active         1       2       3       4       5	ARCH	225	ARCH 225 - Commercial Architecture: Design and Construction	Active	
ARCH 260 ARCH 260 - Residential Architecture Using Revit and 3D Software Active	ARCH	235	ARCH 235 - Architectural Design Studio	Active	
1 2 3 4 5 P M 1-10 of 93	ARCH	236	ARCH 236 - Architectural Design Studio II	Active	
	ARCH	260	ARCH 260 - Residential Architecture Using Revit and 3D Software	Active 🚽	
ARCH 125 - Residential Architecture: Design & Construction Cancel Select Proposal	1 2 3 4	5 )	H	1-10 of 93	
	ARCH 1	125 - Reside	ntial Architecture: Design & Construction Cancel	Select Proposal	

## **STEP 13**

## Click "Next"



# Confirm correct information and click "Create Proposal" (30+ second wait time after this step)



## STEP 15

## Expand pull-down list for Catalog Term

Status: Draft	Remaining Launch Requirements: 0
Course Cover Sheet 1/1	Course Cover Sheet
Course Attributes 1/1	Subject/Prefix * (ARCH) Architecture
Cross Listed Courses	Course Number * 125 Course Title * Residential Architecture: Design & Construction
General Education	Catalog Term * Fall 2019
Library Resources	
Requisites	Originator * Hughes, Sean
Entry Skills	Revision Type
	Codes

# Select appropriate (future) term - typically the next term to begin

oss Listed Courses	Course Number *	125
	Course Title *	Residential Architecture: Design & Construction
neral Education	Catalog Term *	Fall 2019
rary Resources		Fall 2023 A Spring 2023
quisites	Originator *	Summer 2023 Fall 2024
try Skills	Revision Type	Summer 2024
	Codes	Fall 2025
urse Objectives / Exit	Description	Spring 2025 Summer 2025
ills	Hours	Summer 2025
urse Content	Preparation	
thods of Instruction	Revise content and	update text (minor revision)
	Title	

## **STEP 17**

## Click "Save"

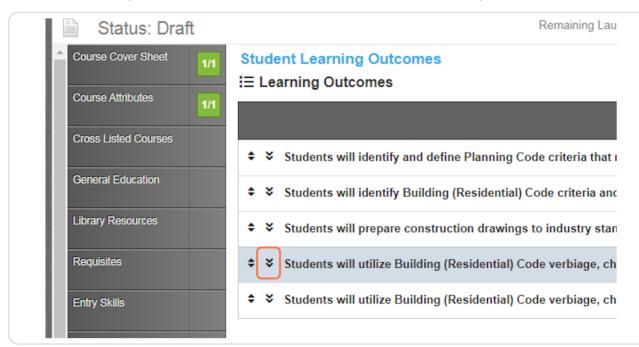
		Contraction of the local division of the loc
Description		
Hours		
Preparation		
Revise content and upda	e text (minor revision)	And Personal Property in which the
Title		
Unit Change		Statement of the owner owner owner owner owner
Identify and Explain the	Changes Checked Above:	
within the ACEDD depar (Architecture, Engineerin The change in the cours Do the changes being n	effect updates in a number of aspects of the course. Such revisions have been presented and discussed ment staff as well as with industry representatives including architects and others within the AEC g, & Construction) industry at our Industry Advisory Meetings. e description is proposed to better identify the nature of the course as a focus on the technical ade to this course affect a currently offered degree or Certificate?	
Yes		
Explain:		
The 1-unit increase resu	ts in changes but these will be reflected in proposed deg/cert changes.	
	Save	
		and the second se

## **Click on "Student Learning Outcomes" tab**

Пеционео	Originator * Hughes, Sean
Entry Skills	Revision Type
Course Objectives / Exit	Codes
Skills	Description
Course Content	Hours
Methods of Instruction	Preparation
meanous of monutation	Revise content and update text (minor revision)
Assignments	Title
	Unit Change
Methods of Evaluation	Identify and Explain the Changes Checked Above:
Student Learning Outcomes	The proposed changes reflect updates in a number of aspects of the course. Such revisions have been presented and discussed within the ACEDD department staff as well as with industry representatives including architects and others within the AEC
Textbooks/Instructional Material	(Architecture, Engineering, & Construction) industry at our Industry Advisory Meetings.
Attached Files	The change in the course description is proposed to better identify the nature of the course as a focus on the technical
Distance ED	Do the changes being made to this course affect a currently offered degree or Certificate? Yes
Distance ED	Explain:
Co-contributor	The 1-unit increase results in changes but these will be reflected in proposed deg/cert changes.
ASSIST 1/1	
ASSIST Preview	
Fields marked with * are require	Do the proposed hours for this class fall out of the standard unit hour ratio (1 unit lecture = 18 Hours 1 unit lab 5/ hours)?

## **STEP 19**

## To view a complete statement, click down arrows to expand text editor



## (If desired,) click within editor to add, delete, or modify statement text

	99 명   트 크 크				23 80	
		Styles -	Format	• Size •	<u>A</u> - <b>D</b> -	
6	 			 		
	ilize Building (Resid d for a multi-story si			diagrams to ider	ntify appropriate pre	scribed
	 ,	···;···;				
					Words: 23, Ch	aracters: 173

## STEP 21

# (If desired,) To add a new outcomes statement, expand the "Add" dropdown...

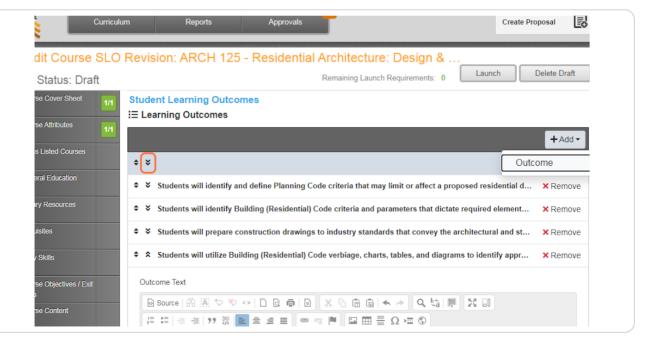
1/1		+ Add -
	♦ Students will identify and define Planning Code criteria that may limit or affect a proposed residential d	×Remove
	Students will identify Building (Residential) Code criteria and parameters that dictate required element	× Remove
	Students will prepare construction drawings to industry standards that convey the architectural and st	× Remove
	Students will utilize Building (Residential) Code verbiage, charts, tables, and diagrams to identify appr	× Remove
	Outcome Text	
:	● Source   伯 孫 与 や ⇔   D Q 章   副 🐰 与 🔠 國 🐟 → 🔍 😋 🌉 🐰 副	
	<b>B</b> $I \ \underline{U}$ <b>S</b> $\times_e x^e \checkmark I_x$ Styles • Normal • Font • Size • $\underline{A} \cdot \underline{A} \cdot$	
	Students will utilize Building (Residential) Code verbiage, charts, tables, and diagrams to identify appropriate prescr framing required for a multi-story single-family residential structure. Modified statement text.	ribed
	body p Words: 26, Chara	icters: 195

## Click on the only option - "Outcome"

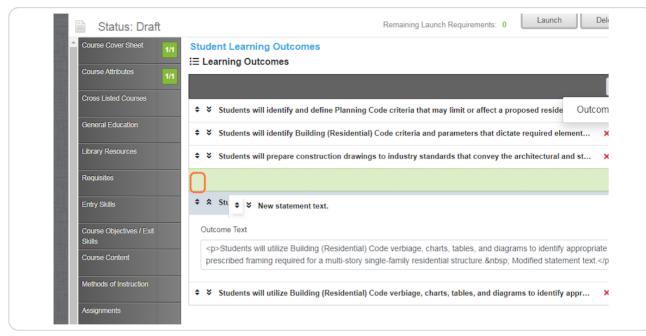
aro, bosignia	
aunch Requirements: 0	Delete Draft
t may limit or affect a proposed reside Outo	+Add •
nd parameters that dictate required element	× Remove
andards that convey the architectural and st	× Remove
charts, tables, and diagrams to identify appr	× Remove

## STEP 23

Expand the text editor for the new, blank statement at the top of the list and enter appropriate statement text



# (If desired,) to reorder list of statements, click/hold/drag the up/down arrows on the left side of a statement

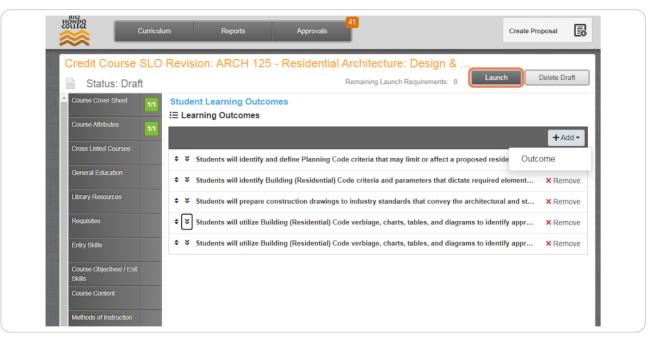


## **STEP 25**

# (If desired,) click on red "Remove" to delete a statement

Course Cover Sheet 1/1	Student Learning Outcomes
Course Attributes 1/1	i≣ Learning Outcomes
Cross Listed Courses	Students will identify and define Planning Code criteria that may limit or affect a proposed reside Outcome
General Education	
Library Resources	♣ ★ Students will prepare construction drawings to industry standards that convey the architectural and st ★ Remove
Requisites	♦ ¥ New statement text. X Remove
Entry Skills	Students will utilize Building (Residential) Code verbiage, charts, tables, and diagrams to identify appr × Remove
Course Objectives / Exit Skills	♦ ¥ Students will utilize Building (Residential) Code verbiage, charts, tables, and diagrams to identify appr X Remove
Course Content	
Methods of Instruction	

# When statements are as desired, click "Launch" to initiate the proposal for review

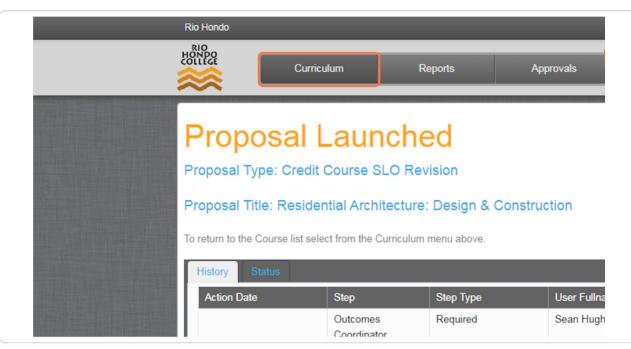


## STEP 27

## Click on "Yes" to confirm the launch

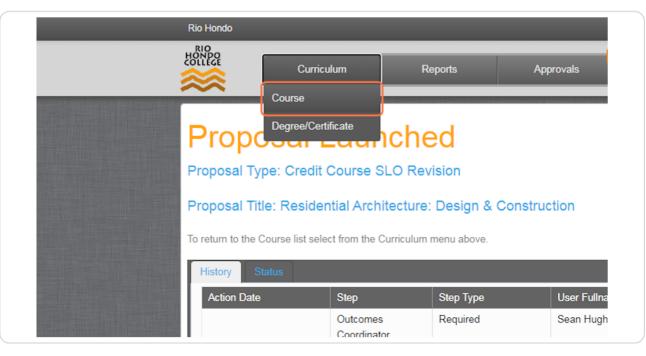
atus: Draft	Remaining Launch Requirements: 0
over Sheet 1/1	Student Learning Outcomes
ttributes	i⊟ Learning Outcomes
	+ bbA+
ted Courses	✤ ¥ Students will identify and define Planning Code criteria that may limit or affect a proposed reside Outcome
	Students will identify Building (Residential) Code criteria and parameters that dictate required element × Remove
	♦ ¥ Students will prepare construction drawings to industry standards that convey the architectural and st × Remove
	♦ ¥ Students will utilize Building (Residential) Code verbiage, charts, tables, and diagrams to identify appr × Remove
	Student - will will - Duitaine (Decidential Code webbare - bade tables - nd diagrams to identify appr × Remove
bjectives / Exit	Are you sure that you want to launch this proposal?
ontent	Yes No
of Instruction	

# (If desired,) to view the launched proposal, click on "Curriculum" and...



#### **STEP 29**

## Select "Course" from the pull-down options



# Locate course using subject filters if needed via "Subject" pull-down and...

					shughes@riol
Reports	Approvals	42			Create
	✓ My Proposals	Gubject 🔻	Proposal Type 👻	Status 🔻	J Sort Op
			Туре		Status
1 - Introduction to Adn	ninistration of Just	ice	Credit Course SLO	Revision	Active
2 - Criminal Procedures	5		Credit Course SLO I	Revision	Active
5 - Community Relatior n Public Service	ns/Multicultural Is	sues	Credit Course SLO I	Revision	Active
6 - Criminal Law I			Credit Course SLO	Revision	Active
					-

## STEP 31

# Selection of desired prefix

election	-	Subject Filters			$\mathbf{Q}$ Search
bject	Course #	Title Search:	Q	Status	Reports
	101	AJ 101 - Introductic (ACCT) Accounting		Active	
	102	AJ 102 - Criminal Pr (ADN) Nursing-Associate Degree	1	Active	
	105	AJ 105 - Community (AET) Alternative Energy Technolo Within Public Servic	ogy 1	Active	
	106	AJ 106 - Criminal La	1	Active	
	107	AJ 107 - Criminal La	1	Active	
	136	AJ 136 - Crime Scen		Active	
	207	AJ 207 - Juvenile La		Active	
	275	AJ 275 - Introductic	1	Active	
СН	101	ARCH 101 - Introdu (ASL) American Sign Language Graphics	1	Active	
СН	103	ARCH 103 - History Present	CLERIC CORDE DE O REVISION	Active	
СН	110	ARCH 110 - Construction Document Reading and Estimating	Credit Course Revision	Historical	
СН	110	ARCH 110 - Construction Document Reading and Estimating	Credit Course SLO Revision	Active	
СН	115	ARCH 115 - Introduction to Residential Architecture: Drawing and Design	Credit Course Revision	Historical	
сн	115	ARCH 115 - Introduction to Residential Architecture:	Credit Course SLO Revision	Active	

# View resulting list of courses and locate proposed course with "In Review" status

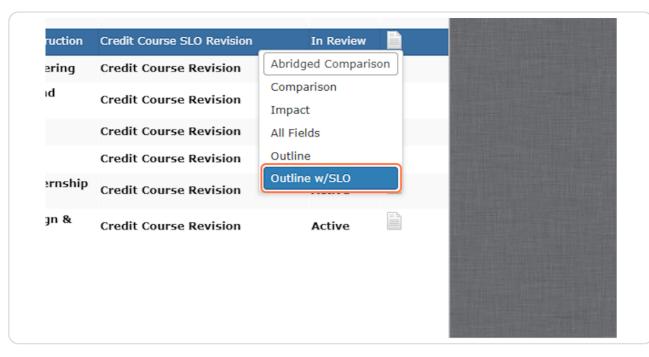
ŀ	ARCH	103	ARCH 103 - History of Architecture: Renaissance to Present	Credit Course SLO Revision	Active	
Þ	ARCH	110	ARCH 110 - Construction Document Reading and Estimating	Credit Course Revision	Historical	
ŀ	ARCH	110	ARCH 110 - Construction Document Reading and Estimating	Credit Course SLO Revision	Active	
÷	ARCH	115	ARCH 115 - Introduction to Residential Architecture: Drawing and Design	Credit Course Revision	Historical	
÷	ARCH	115	ARCH 115 - Introduction to Residential Architecture: Drawing and Design	Credit Course SLO Revision	Active	
÷	ARCH	125	ARCH 125 - Residential Architecture: Design & Construction	Credit Course Revision	Historical	
÷	ARCH	125	ARCH 125 - Residential Architecture: Design & Construction	Credit Course SLO Revision	Active	
÷	ARCH	125	ARCH 125 - Residential Architecture: Design & Construction	Credit Course SLO Revision	In Review	
ŀ	ARCH	215	ARCH 215 - Architectural Perspective and Rendering	Credit Course Revision	Active	
÷	ARCH	225	ARCH 225 - Commercial Architecture: Design and Construction	Credit Course Revision	Active	
ŀ	ARCH	235	ARCH 235 - Architectural Design Studio	Credit Course Revision	Active	
ŀ	ARCH	236	ARCH 236 - Architectural Design Studio II	Credit Course Revision	Active	
÷	ARCH	290	ARCH 290 - Cooperative Work Experience / Internship for Architecture Related Fields	Credit Course Revision	Active	
•	<li>▲ 1 2</li>	3 4	M			1-25 of

## STEP 33

## Click on "report" icon to expand selection and...

			 And the Real Property lies and the
ture: Drawing	Credit Course Revision	Historical	
hitecture:	Credit Course SLO Revision	Active	
Construction	Credit Course Revision	Historical	
n &	Credit Course SLO Revision	Active	
Construction	Credit Course SLO Revision	In Review	
tendering	Credit Course Revision	Active	
jn and	Credit Course Revision	Active	
	Credit Course Revision	Active	
	Credit Course Revision	Active	
Internship	Credit Course Revision	Active	

Select "Outline w/SLO" option (30+ second wait time after this step)



#### **STEP 35**

## View displayed proposal as launched - especially section IX at bottom

