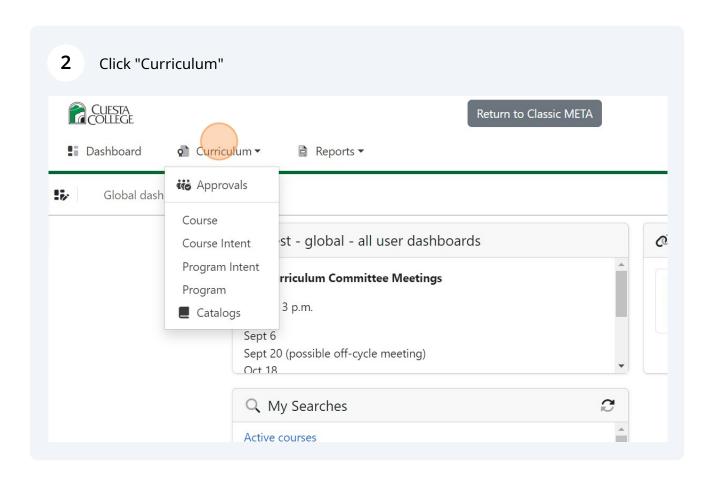# Creating a Course Reactivation Proposal
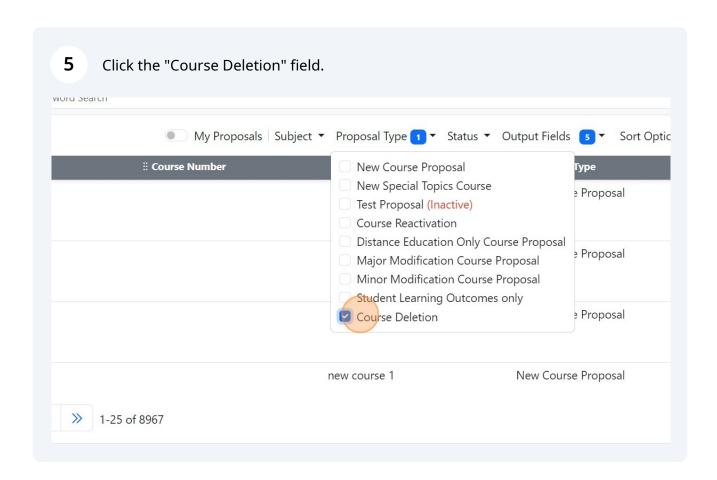
Scribe

1 Navigate to **https://cuesta.curriqunet.com**

2 Click "Curriculum"

3 Click "Course"

4 Click "Proposal Type"

5 Click the "Course Deletion" field.

word Search

	My Proposals	Subject ▾	Proposal Type **1** ▾	Status ▾	Output Fields **5** ▾	Sort Optio
⠿ **Course Number**						**Type**

☐ New Course Proposal
☐ New Special Topics Course
☐ Test Proposal (Inactive)
☐ Course Reactivation
☐ Distance Education Only Course Proposal
☐ Major Modification Course Proposal
☐ Minor Modification Course Proposal
☐ Student Learning Outcomes only
☑ Course Deletion

e Proposal

e Proposal

e Proposal

new course 1   New Course Proposal

» 1-25 of 8967

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6 Enter desired course in the "Keyword Search" field. Click "Search".

CUESTA COLLEGE   Return to Classic META

▣ Dashboard   ▣ Curriculum ▾   ▣ Reports ▾

Search   Courses ▾   Keyword Search

	My Proposals	Subject ▾	Proposal Type **1** ▾	Status ▾	Ou
▶ ⠿ **Discipline**	⠿ **Course Number**	⠿ **Full Course Title**			
▶ Inactive					
▶ Inactive					
▶ Inactive					

7 Click "Reactivate"

:: Full Course Title	:: Proposal Type	:: Status
OLDER ADULTS - PUBLISHING A BOOK	Course Deletion	📦 Historical

[Reactivate] [Reports ▾]

8 Select "Course Reactivation" from dropdown. Click "Create".

ecol 404

Reactivate Proposal

Proposal Type

Course Reactivation

[Create]

9   Click "Basic Course Information"

CUESTA COLLEGE

Return to Classic META

🔡 Dashboard   📑 Curriculum ▾   📄 Reports ▾

☰ Form Sections   ✕

Co-Contributor

Basic Course Information   7/7

Credits and Hours

Cross-Listed Courses

Minimum Qualifications

Methods of Instruction

COURSE REACTIVATION: ECOL 404 - OLDER ADU

Reset CB Codes   ⚠ 2 of 10 Requirement

⊞ Basic Course Information

Please visit the Cuesta CurrIQunet Meta Help Page for help, ins

https://www.cuesta.edu/meta/docs/Help_Documents.pdf

The Course Outline of Record (COR) plays a critical role on cam
institution (if transferable or articulated). We recommend you u
out this form. Please review all fields before moving to the next
required.

Overview

10   Update the "Proposal Rationale*" field.

✕

COURSE REACTIVATION: ECOL 404 - OLDER ADULTS - PUBLISHING A BOOK   Draft

Reset CB Codes   ⚠ 2 of 10 Requirements Remain   📄 Reports   ↗ Launch   🗑

Abbreviate Title*

Publishing A Book   ✔

Proposal Rationale*

Will start offering course in the Fall.

Catalog Description*

Please BEGIN Course Description WITH a verb

Presents an opportunity to move a completed manuscript toward publication including discussion of genres
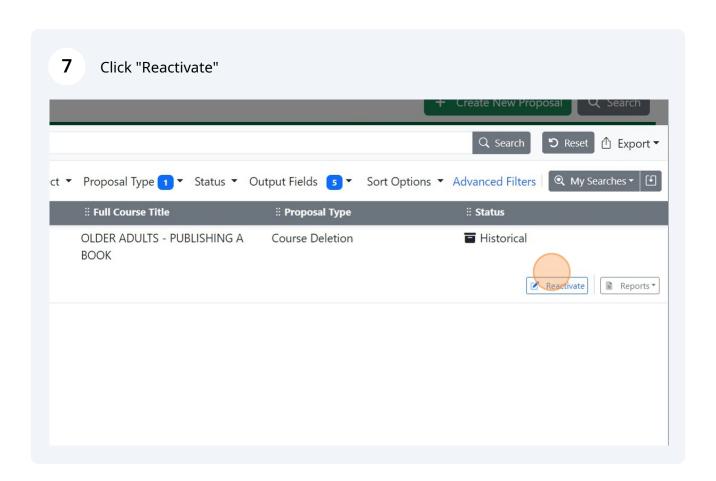editing, agents, proposals, and ways to publish and market. This course is designed for adults over 50.
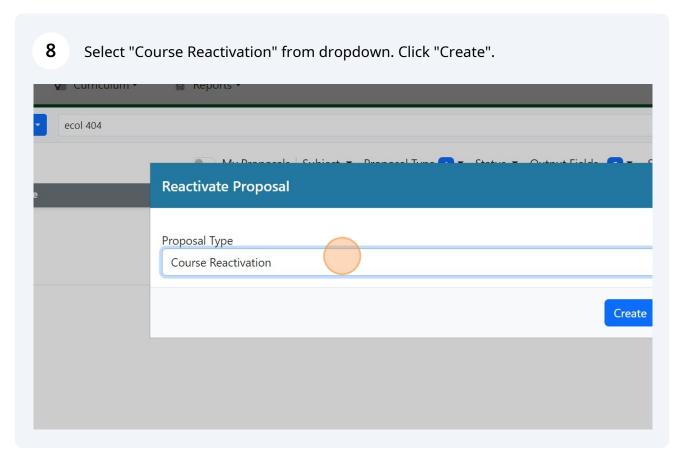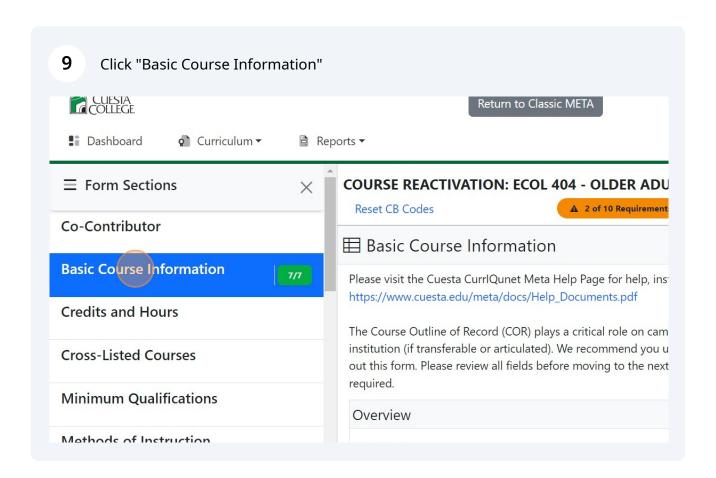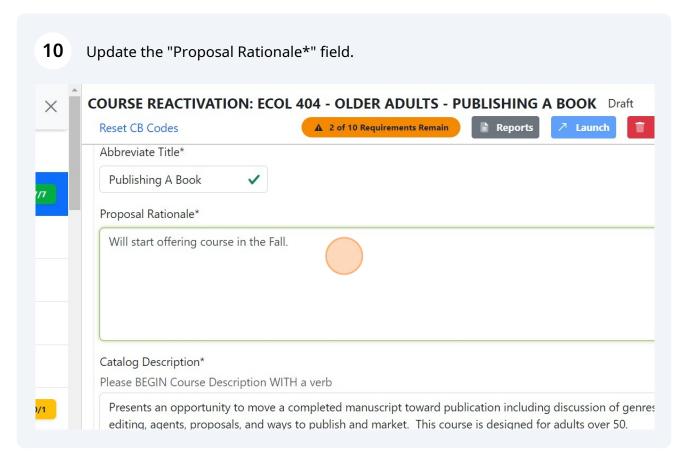
11 Fill in additional tabs as necessary. Refer to training documents for help.

12 Launch proposal or leave in "Draft" status to return to later.