

Add A Course

You can create a Course from the quick create feature in the upper right-hand corner as well as navigate to the course manager menu on the sidebar.

To create a new course click on**'+ Add New Course'

A data entry form will open where you need to fill:

1. Title - any text to identify the course
2. Short Name - course code or a shortened version of the course name
3. Program - this is the main track where students are enrolled. High School Diploma or MBA, BSc etc.
4. Subject - the parent subject under which the course falls, e.g. Mathematics >>Algebra (here Mathematics is the subject)
5. Course Category - this is the credit categories that are required to fulfill a degree program
6. Credit Hours - number of credits a student will get after successful completion of the course
7. Standards - standards based grading are common methods in USA. You can use the common core or school specific standards
8. Description

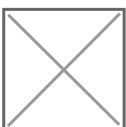


Note: You can select the subject and program from a drop-down menu as well as enter new values by clicking on the +Add New Program or +Add New Subject.



If your institution uses Standards-based grading, whether it is US Common Core or school-specific standards, you can enter them here. You can manage Standard Grades from the [Setting](#) menu.

After submitting the course will look like this.



You can add more courses by following the same steps.

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