(Question 2 – YES)

Note: only fields necessary for this example are populated - complete the remaining required fields.

Go to TAB: Basic Course Information, Part: General Information - Course ID (Number), enter assigned number.

urse - New urse Creation			
Norkflow Tools 13			
sic Course Information	Course Units SKIP	Specif Learni Outlin	Blue Req/Ad A-Matr
B-Matr C-Matr	D-Matr E-Matr F-Matr	r G-Matr H-Matr De	De Commen Curric
nformation	D-Matr E-Matr F-Matr indicates required field	r G-Matr H-Matr De	Add Cross List Course
Curric	indicates required field		
Curric Information *	ndicates required field 1B) *	Short Course Title 🚥	
Curric	indicates required field		
Curric Information 1 Course ID (CB01A and CB0 BIOL	ndicates required field 1B) *	Short Course Title 🚥	
Curric Information Course ID (CB01A and CB0 BIOL Subject	ndicates required field 1B) *	Short Course Title Enter Short Course Title	Add Cross List Course
Curric Information	ndicates required field 1B) *	Short Course Title Enter Short Course Title TOP Code (CB03)	Add Cross List Course

Go to TAB: Course Development Options, <u>Part</u>: Transferability and Gen. Ed. Option, <u>Section</u>: Transfer Status, select 'Transferable to both UC and CSU'

ourse General Education Status (CB2	5)		
Select Option	•		
· ·			
ansfer Status (CB05)			
· ·		Transferability Status	

Continue to Section: UC Transferable and/or Lower-Division Major Requirement

Will the course be UC transferable? - select 'Yes'

If yes, identify the lower-division UC course and campus – type in information AND save supporting document(s)

UC Transferable and/o	r Lower-Division Major Requirement
Will the course be UC trans	erable? 🚥
Yes	•
If yes, identify the lower-div	
If yes, identify the lower-div	

Go back to TAB: Basic Course Information, <u>Part</u>: **Proposal Details - Attachments**, UPLOAD supporting document(s) showing comparable UC <u>lower-division</u> course

Faculty Initiator	Effective Term * 🚥	
	Choose Starting Term 🔻	
Renee Augenstein		
Add Additional Contributors	Notes for Submission	
Check the box next to an author's name to add the author as a course coordinator to this course.	Notes for Submission	
Attachments 🚥		
Upload Files 💼		