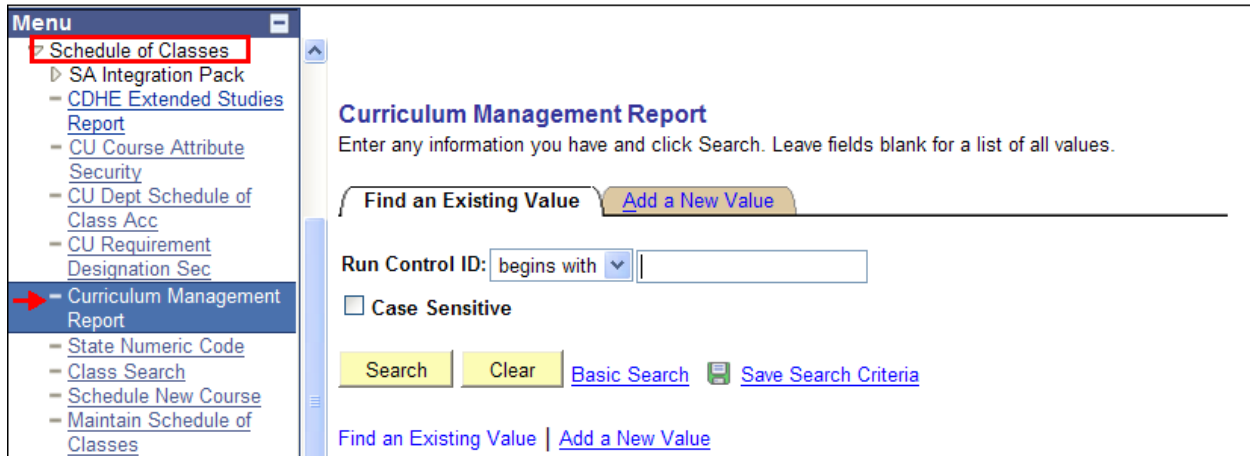


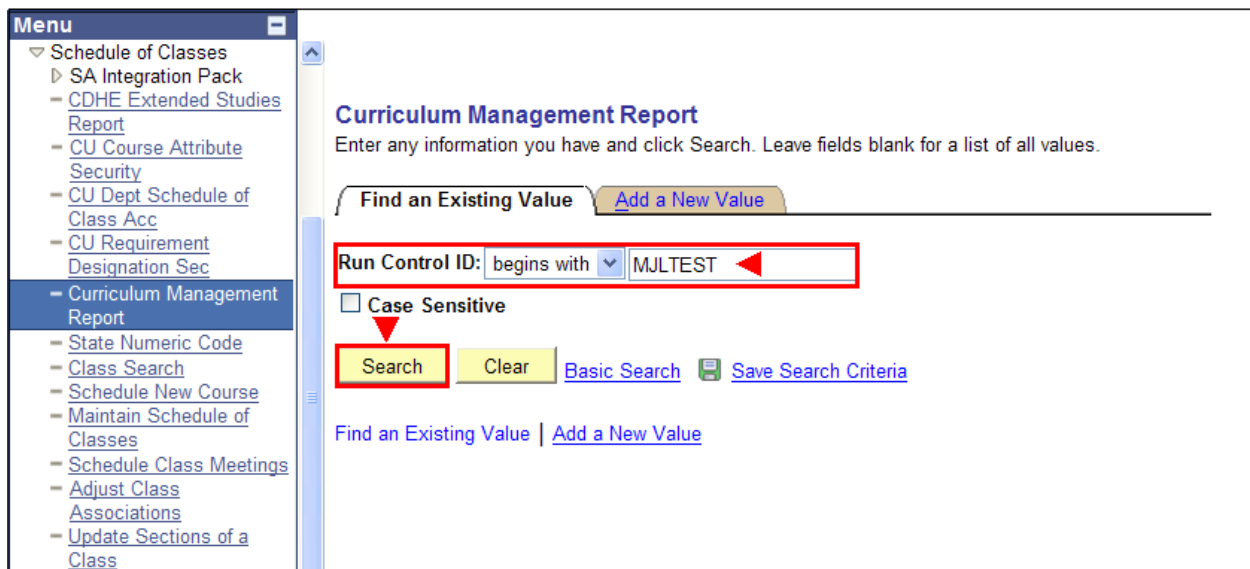
Running Curriculum Management Report

1. Navigate to: Home>Curriculum Management>Schedule of Classes>Curriculum Management Report



The screenshot shows the 'Curriculum Management Report' page. On the left, a 'Menu' sidebar is visible with 'Schedule of Classes' expanded and 'Curriculum Management Report' selected, indicated by a red arrow. The main content area has the title 'Curriculum Management Report' and the instruction 'Enter any information you have and click Search. Leave fields blank for a list of all values.' Below this, there are two tabs: 'Find an Existing Value' (active) and 'Add a New Value'. A 'Run Control ID' field is present with a dropdown menu set to 'begins with' and an empty text input. A 'Case Sensitive' checkbox is unchecked. At the bottom, there are buttons for 'Search', 'Clear', 'Basic Search', and 'Save Search Criteria'. A footer at the bottom of the page contains the text 'Find an Existing Value | Add a New Value'.

2. Enter Run Control ID (see below for instructions on how to create a run control)



This screenshot shows the same 'Curriculum Management Report' page, but with the 'Run Control ID' field populated with the value 'MJLTEST'. A red box highlights the 'Run Control ID' field and the 'Search' button. A red arrow points from the 'Search' button to the 'Run Control ID' field. The 'Case Sensitive' checkbox remains unchecked. The 'Find an Existing Value' tab is still active. The footer at the bottom of the page contains the text 'Find an Existing Value | Add a New Value'.

3. Enter desired criteria

Note: Lack of appropriate criteria in *Class Status* area must result in a failed attempt

Print Class Schedule | Report Options

Run Control ID: MJLTEST [Report Manager](#) [Process Monitor](#) [Run](#)

Selection Criteria

*Academic Institution:	<input type="text" value="CUDEN"/>	CU Denver
*Campus:	<input type="text" value="DC"/>	Denver Campus
*Term:	<input type="text" value="2111"/>	Spring 2011
Session:	<input type="text"/>	
Academic Group:	<input type="text" value="CLAS"/>	
Academic Organization:	<input type="text" value="D-ANTH"/>	Anthropology
Subject:	<input type="text"/>	
Catalog Nbr:	<input type="text"/>	
Class Nbr:	<input type="text"/>	
*Schedule Print:	<input type="text" value="Yes"/>	
*Print Instructor in Schedule:	<input type="text" value="Yes"/>	

Class Status

<input checked="" type="checkbox"/> Active	<input type="checkbox"/> Cancelled
<input type="checkbox"/> Stop Enrl	<input type="checkbox"/> Tentative

(For Wildcard Courses use-2#,2##)

Print Class Schedule | **Report Options**

Run Control ID: MJLTEST [Report Manager](#) [Process Monitor](#) [Run](#)

Report Options

<input checked="" type="checkbox"/> Display Meeting Pattern/Instr	<input type="checkbox"/> Report Only
<input checked="" type="checkbox"/> Display Meeting Pattern Topic	Input/Output file:
<input checked="" type="checkbox"/> Display Class Attributes	<input type="text"/>
<input checked="" type="checkbox"/> Display Class Notes	
<input checked="" type="checkbox"/> Display Global Notes	
<input checked="" type="checkbox"/> Display Sections Combined	
<input checked="" type="checkbox"/> Display Class Characteristics	
<input checked="" type="checkbox"/> Display Class Enrollment Limits	
<input checked="" type="checkbox"/> Display Class Nbr for Non-Enroll	
<input checked="" type="checkbox"/> Display Requirement Designation	
<input checked="" type="checkbox"/> Display Reserve Capacities	
<input checked="" type="checkbox"/> Display Class Consent	
<input checked="" type="checkbox"/> Display Class Requisites	
<input checked="" type="checkbox"/> Display Run Control Information on Report	
<input checked="" type="checkbox"/> Display Student Enrolled Credit Hours	

- Hit button: Run

[Print Class Schedule](#) | **Report Options**

Run Control ID: MJLTEST
 [Report Manager](#)
[Process Monitor](#)
▶ **Run**

Report Options

- Display Meeting Pattern/Instr
- Display Meeting Pattern Topic
- Display Class Attributes
- Display Class Notes
- Display Global Notes
- Display Sections Combined
- Display Class Characteristics
- Display Class Enrollment Limits
- Display Class Nbr for Non-Enroll
- Display Requirement Designation
- Display Reserve Capacities
- Display Class Consent
- Display Class Requisites
- Display Run Control Information on Report
- Display Student Enrolled Credit Hours

Report Only
 Input/Output file:

- Server Name: Enter PSUNX
- Hit button: OK

Process Scheduler Request

User ID: LOPE000002 Run Control ID: MJLTEST

Server Name: PSUNX
 Run Date:
 Recurrence:
 Run Time:
 Reset to Current Date/Time

Time Zone:

Process List

Select	Description	Process Name	Process Type	*Type	*Format	Distribution
<input checked="" type="checkbox"/>	CUSR201	CUSR201	SQR Report	Web	PDF	Distribution

▶
OK
Cancel

7. Click link: *Process Monitor*

Print Class Schedule Report Options

Run Control ID: MJLTEST [Report Manager](#) **Process Monitor**

Process Instance: 3289477

Report Options

- Display Meeting Pattern/Instr
- Display Meeting Pattern Topic
- Display Class Attributes
- Display Class Notes
- Display Global Notes
- Display Sections Combined
- Display Class Characteristics
- Display Class Enrollment Limits
- Display Class Nbr for Non-Enroll
- Display Requirement Designation
- Display Reserve Capacities
- Display Class Consent
- Display Class Requisites
- Display Run Control Information on Report
- Display Student Enrolled Credit Hours

Report Only

Input/Output file:

8. Hit button: *Refresh*

Note: Keep hitting until status changes from *Queued* to *Success*

Process List [Server List](#)

View Process Request For

User ID: LOPE000002 Type: Last: 1 Days **Refresh**

Server: Name: Instance: to

Run Status: Distribution Status Save On Refresh

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
<input type="checkbox"/>	3289478		SQR Report	CUSR201	LOPE000002	03/04/2011 11:11:24AM MST	Queued	N/A	Details
<input type="checkbox"/>	3289477		SQR Report	CUSR201	LOPE000002	03/04/2011 11:08:51AM MST	Success	Posted	Details
<input type="checkbox"/>	3289476		SQR Report	CUSR201	LOPE000002	03/04/2011 11:01:13AM MST	Success	Posted	Details
<input type="checkbox"/>	3289472		SQR Report	CUSR201	LOPE000002	03/04/2011 10:26:46AM MST	Success	Posted	Details
<input type="checkbox"/>	3289471		SQR Report	CUSR201	LOPE000002	03/04/2011 10:25:27AM MST	Success	Posted	Details
<input type="checkbox"/>	3289463		SQR Report	CUSR201	LOPE000002	03/04/2011 10:15:48AM MST	Success	Posted	Details
<input type="checkbox"/>	3289458		SQR Report	CUSR201	LOPE000002	03/04/2011 9:49:09AM MST	Success	Posted	Details
<input type="checkbox"/>	3289457		SQR Report	CUSR201	LOPE000002	03/04/2011 9:47:56AM MST	Success	Posted	Details
<input type="checkbox"/>	3289456		SQR Report	CUSR201	LOPE000002	03/04/2011 9:28:32AM MST	Success	Posted	Details
<input type="checkbox"/>	3289454		SQR Report	CUSR201	LOPE000002	03/04/2011 4:53:35AM MST	Success	Posted	Details
<input type="checkbox"/>	3289453		SQR Report	CUSR201	LOPE000002	03/04/2011 4:51:44AM MST	Success	Posted	Details
<input type="checkbox"/>	3289441		SQR Report	CUSR201	LOPE000002	03/03/2011 3:57:24PM MST	Success	Posted	Details
<input type="checkbox"/>	3289399		SQR Report	SRR0LL	LOPE000002	03/03/2011 2:58:53PM MST	Success	Posted	Details

9. Click link (bottom of page): *Go back to Curriculum Management Report*

Process List [Server List](#)

View Process Request For


User ID: Type: Last: Days Refresh

Server: Name: Instance: to

Run Status: Distribution Status: Save On Refresh

Process List [Customize](#) | [Find](#) | [View All](#) | [First](#) | 1-28 of 28 | [Last](#)

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
<input type="checkbox"/>	3289478		SQR Report	CUSR201	LOPE000002	03/04/2011 11:11:24AM MST	Success	Posted	Details
<input type="checkbox"/>	3289477		SQR Report	CUSR201	LOPE000002	03/04/2011 11:08:51AM MST	Success	Posted	Details
<input type="checkbox"/>	3289476		SQR Report	CUSR201	LOPE000002	03/04/2011 11:01:13AM MST	Success	Posted	Details
<input type="checkbox"/>	3289472		SQR Report	CUSR201	LOPE000002	03/04/2011 10:26:46AM MST	Success	Posted	Details
<input type="checkbox"/>	3289471		SQR Report	CUSR201	LOPE000002	03/04/2011 10:25:27AM MST	Success	Posted	Details
<input type="checkbox"/>	3289463		SQR Report	CUSR201	LOPE000002	03/04/2011 10:15:48AM MST	Success	Posted	Details
<input type="checkbox"/>	3289458		SQR Report	CUSR201	LOPE000002	03/04/2011 9:49:09AM MST	Success	Posted	Details
<input type="checkbox"/>	3289457		SQR Report	CUSR201	LOPE000002	03/04/2011 9:47:56AM MST	Success	Posted	Details
<input type="checkbox"/>	3289456		SQR Report	CUSR201	LOPE000002	03/04/2011 9:28:32AM MST	Success	Posted	Details
<input type="checkbox"/>	3289454		SQR Report	CUSR201	LOPE000002	03/04/2011 4:53:35AM MST	Success	Posted	Details
<input type="checkbox"/>	3289453		SQR Report	CUSR201	LOPE000002	03/04/2011 4:51:44AM MST	Success	Posted	Details
<input type="checkbox"/>	3289441		SQR Report	CUSR201	LOPE000002	03/03/2011 3:57:24PM MST	Success	Posted	Details
<input type="checkbox"/>	3289399		SQR Report	SRROLL	LOPE000002	03/03/2011 2:58:53PM MST	Success	Posted	Details
<input type="checkbox"/>	3289398		SQR Report	SRROLL	LOPE000002	03/03/2011 2:56:04PM MST	Success	Posted	Details
<input type="checkbox"/>	3289397		SQR Report	SRROLL	LOPE000002	03/03/2011 2:52:49PM MST	Success	Posted	Details
<input type="checkbox"/>	3289396		SQR Report	SRROLL	LOPE000002	03/03/2011 2:49:43PM MST	Success	Posted	Details
<input type="checkbox"/>	3289369		SQR Report	SRROLL	LOPE000002	03/03/2011 2:38:37PM MST	Success	Posted	Details
<input type="checkbox"/>	3289357		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 2:12:45PM MST	Success	Posted	Details
<input type="checkbox"/>	3289356		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 2:12:27PM MST	Success	Posted	Details
<input type="checkbox"/>	3289355		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 2:11:28PM MST	Success	Posted	Details
<input type="checkbox"/>	3289352		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 2:10:43PM MST	Success	Posted	Details
<input type="checkbox"/>	3289351		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 2:09:51PM MST	Success	Posted	Details
<input type="checkbox"/>	3289350		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 2:09:50PM MST	Success	Posted	Details
<input type="checkbox"/>	3289336		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 1:39:06PM MST	Success	Posted	Details
<input type="checkbox"/>	3289335		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 1:39:06PM MST	Success	Posted	Details
<input type="checkbox"/>	3289333		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 1:38:35PM MST	Success	Posted	Details
<input type="checkbox"/>	3289332		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 1:37:45PM MST	Success	Posted	Details
<input type="checkbox"/>	3289331		Application Engine	CUCOFSTP	LOPE000002	03/03/2011 1:37:45PM MST	Success	Posted	Details

 [Go back to Curriculum Management Report](#)

10. Click link: *Report Manager*

Print Class Schedule | Report Options

Run Control ID: MJLTEST

[Report Manager](#) | [Process Monitor](#) | [Run](#)

Report Options

- Display Meeting Pattern/Instr
- Display Meeting Pattern Topic
- Display Class Attributes
- Display Class Notes
- Display Global Notes
- Display Sections Combined
- Display Class Characteristics
- Display Class Enrollment Limits
- Display Class Nbr for Non-Enroll
- Display Requirement Designation
- Display Reserve Capacities
- Display Class Consent
- Display Class Requisites
- Display Run Control Information on Report
- Display Student Enrolled Credit Hours

Report Only

Input/Output file:

11. Click on tab: *Administration*

12. Click link: See example below (make sure *Pop-up Blocker* is not active)

Note: The [report will only](#) work if your criteria produce a result. If you experience a failed search try changing the criteria

List | Explorer | **Administration** | Archives

View Reports For

User ID: Type: Last: Days Refresh

Status: Folder: Instance: to:

Report List Customize | Find | View All | First 1-41 of 41 Last

Select	Report ID	Prcs Instance	Description	Request Date/Time	Format	Status	Details
<input type="checkbox"/>	1128204	3289478	CUSR201	03/04/2011 11:11:26AM	Acrobat (*.pdf)	Posted	Details
<input type="checkbox"/>	1128203	3289477	CUSR201	03/04/2011 11:08:53AM	Acrobat (*.pdf)	Posted	Details
<input type="checkbox"/>	1128202	3289476	CUSR201	03/04/2011 11:05:43AM	Acrobat (*.pdf)	Posted	Details
<input type="checkbox"/>	1128198	3289472	CUSR201	03/04/2011 10:26:50AM	Acrobat (*.pdf)	Posted	Details
<input type="checkbox"/>	1128197	3289471	CUSR201	03/04/2011 10:25:30AM	Acrobat (*.pdf)	Posted	Details

Example: Pop-up Blocker

Curriculum Management Report - Windows Internet Explorer

https://cssit.dev.cu.edu/psr/cssit/EMPLOYEE/HRMS/cj/ESTABLISH_COURSES.CU_CURR_MGMT_RPT.GBL?FolderPath=PORTAL_ROOT_OBJECT.HCSR_CU...

File Edit View Favorites Tools Help

Windows Live Bing What's New Profile Mail Photos Calendar MSN Share Sign in

Favorites AllGirlsScouts https-www.cusys.edu-pbs... Suggested Sites Free Hotmail MSN.com Radio Station Guide Web Slice Gallery Nova Schneider - Stella & D... UCD - Student Employment

Curriculum Management Report

Pop-up blocked. To see this pop-up or additional options click here...

CSSIT

Home Worklist Add to Favorites Sign out

New Window Help Customize Page

Menu Search:

- My Favorites
- CU Conversions
- CU PORTAL
- Self Service
- Workforce Administration
- Campus Community
- Student Recruiting
- Student Admissions

List Explorer Administration Archives

View Reports For

User ID: LOPE000002 Type: Last: 1 Days Refresh

Status: Folder: Instance: to:

Report List Customize Find View All First 1-41 of 41 Last

Example: Report

Curriculum Management Report - Windows Internet Explorer

https://cssit.dev.cu.edu/psreports/cssit/1128204/cusr201_3289478.PDF - Windows Internet Explorer

File Edit Go To Favorites Help

Windows Live Bing What's New Profile Mail Photos Calendar MSN Share Sign in

Favorites AllGirlsScouts https-www.cusys.edu-pbs... Suggested Sites Free Hotmail MSN.com Radio Station Guide Web Slice Gallery Nova Schneider - Stella & D...

https://cssit.dev.cu.edu/psreports/cssit/1128204/cus...

1 / 8 65.6% Find

Report ID: CUSR201 CU Denver Page No. 1 of 8
 Operator ID: LOPE000002 Campus: DENVER Campus Run Date: 03/04/2011
 Run On: 10 - MULTIST Schedule of Classes for Spring 2011 Run Time: 11:21:35
 Regular Semester (Den)

College of Liberal Arts & Sci - Department of Anthropology - Subject: Anthropology

Subject	Catalog No	Section	Class	Chr	Course Title	Component	Start Date	End Date	Units	Topics
ANTH	1283	801	18081		Intro Bio Anthropology	Lecture	01/18/2011	05/14/2011	4	
Section Credit Hours: 296.00										
Bldg: Science Building Room: 1067 Cap: 254 Days: MW Time: 02:00PM-03:15PM Dt: 01/18/2011-05/14/2011										
Instructor: Woods,Joe Ellen										
Class Status: Active Class Hr/1 Cap: 75 Class Hr/1 Tot: 74 Class Wait Cap: 999 Class Wait Tot: 0 Class Min Hr/1: 0										
Attributes: Den Core Curr: Natural & Physical Sciences, QT-SCI - Natural & Physical Sci:Lab Crsw W/ Req Lab										
ANTH	1283	802	18082		Intro Bio Anthropology	Lecture	01/18/2011	05/14/2011	4	
Section Credit Hours: 296.00										
Bldg: Plaza Theatre Room: 06 Cap: 163 Days: TuTh Time: 09:30AM-10:45AM Dt: 01/18/2011-05/14/2011										
Instructor: Tracy,David P										
Class Status: Active Class Hr/1 Cap: 75 Class Hr/1 Tot: 74 Class Wait Cap: 999 Class Wait Tot: 0 Class Min Hr/1: 0										
Attributes: Den Core Curr: Natural & Physical Sciences, QT-SCI - Natural & Physical Sci:Lab Crsw W/ Req Lab										
ANTH	1283	125	18083		Intro Bio Anthropology	Laboratory	01/18/2011	05/14/2011	4	
Section Credit Hours: 0.00										
Bldg: North Classroom Building Room: 3404 Cap: 36 Days: F Time: 09:00AM-10:00AM Dt: 01/18/2011-05/14/2011										
Instructor: Tagliavari,Christine										
Class Status: Active Class Hr/1 Cap: 18 Class Hr/1 Tot: 18 Class Wait Cap: 999 Class Wait Tot: 0 Class Min Hr/1: 0										
Attributes: Den Core Curr: Natural & Physical Sciences, QT-SCI - Natural & Physical Sci:Lab Crsw W/ Req Lab										
ANTH	1283	125	18084		Intro Bio Anthropology	Laboratory	01/18/2011	05/14/2011	4	
Section Credit Hours: 0.00										
Bldg: North Classroom Building Room: 3404 Cap: 36 Days: Th Time: 01:00PM-02:00PM Dt: 01/18/2011-05/14/2011										
Instructor: Birk,Janah Burns										
Class Status: Active Class Hr/1 Cap: 18 Class Hr/1 Tot: 20 Class Wait Cap: 999 Class Wait Tot: 0 Class Min Hr/1: 0										
Attributes: Den Core Curr: Natural & Physical Sciences, QT-SCI - Natural & Physical Sci:Lab Crsw W/ Req Lab										
ANTH	1283	125	18085		Intro Bio Anthropology	Laboratory	01/18/2011	05/14/2011	4	
Section Credit Hours: 0.00										
Bldg: North Classroom Building Room: 3404 Cap: 36 Days: W Time: 11:30AM-01:20PM Dt: 01/18/2011-05/14/2011										
Instructor: Birk,Janah Burns										
Class Status: Active Class Hr/1 Cap: 18 Class Hr/1 Tot: 18 Class Wait Cap: 999 Class Wait Tot: 0 Class Min Hr/1: 0										
Attributes: Den Core Curr: Natural & Physical Sciences, QT-SCI - Natural & Physical Sci:Lab Crsw W/ Req Lab										
ANTH	1283	124	18086		Intro Bio Anthropology	Laboratory	01/18/2011	05/14/2011	4	
Section Credit Hours: 0.00										
Bldg: North Classroom Building Room: 3404 Cap: 36 Days: W Time: 04:15PM-06:05PM Dt: 01/18/2011-05/14/2011										
Instructor: Tagliavari,Christine										
Class Status: Active Class Hr/1 Cap: 18 Class Hr/1 Tot: 18 Class Wait Cap: 999 Class Wait Tot: 0 Class Min Hr/1: 0										
Attributes: Den Core Curr: Natural & Physical Sciences, QT-SCI - Natural & Physical Sci:Lab Crsw W/ Req Lab										

Done

Combined Sections Dynamic Dates Facility and Event Information

3:04-1:07 PM (-.pdf) 03/03/2011 Acrobat (*.pdf) Posted Details 03/03/2011 Acrobat

Internet 110%