USF Curriculog – Impact Reports

Curriculog Impact Report tutorial. This tutorial will focus on how a Curriculog user can run an Impact Report on a course to determine if a proposed course change   s   .

To learn more about other types of course and program proposals, visit the USF Undergraduate Studies Curriculum website at

How to Run an Impact Report in Curriculog

Impact Reports provide information for a specific course by identifying the program(s) in which that course is offered. The Impact Report will search the Undergraduate Catalog and provide a list of programs in which the specific course appears. Anyone with access to Curriculog can run an Impact Report for a course.

There are two ways to run an Impact Report in Curriculog. The first is within the Undergraduate Course Proposal for the course associated with the proposal. Impact Reports can be run for a Course Change Proposal or a Course or Attribute Discontinue Proposal. The ability to run an Impact Report is also in a New Course Proposal. However, this feature would not be used, as the proposed

Running an Impact Report Within the Proposal

or an Undergraduate Course or Attribute Discontinue Proposal. Impact Reports are most useful for existing courses for which changes or discontinuance is proposed.

A secondary window will open and display the various systems in which course data is stored. From

In our example for LDR 2010, we see the associate requisites for the course, as well as the programs in which this course appears.

Proposed changes to LDR

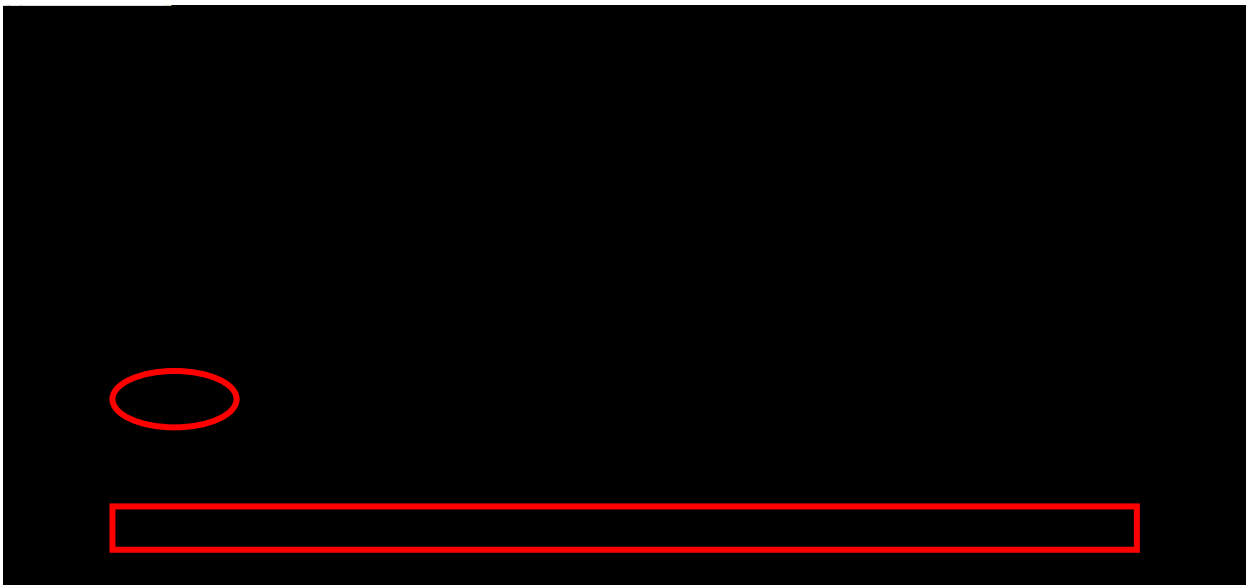**Running an Impact Report from the Main Curriculog Display**

The second way to run an Impact Report is from the main Curriculog display. This method is most useful for courses for which a Proposal has not yet been generated. Faculty and College or Departmental Curriculum Committees will find this feature helpful when discussing the viability of making changes or discontinuing an existing course.

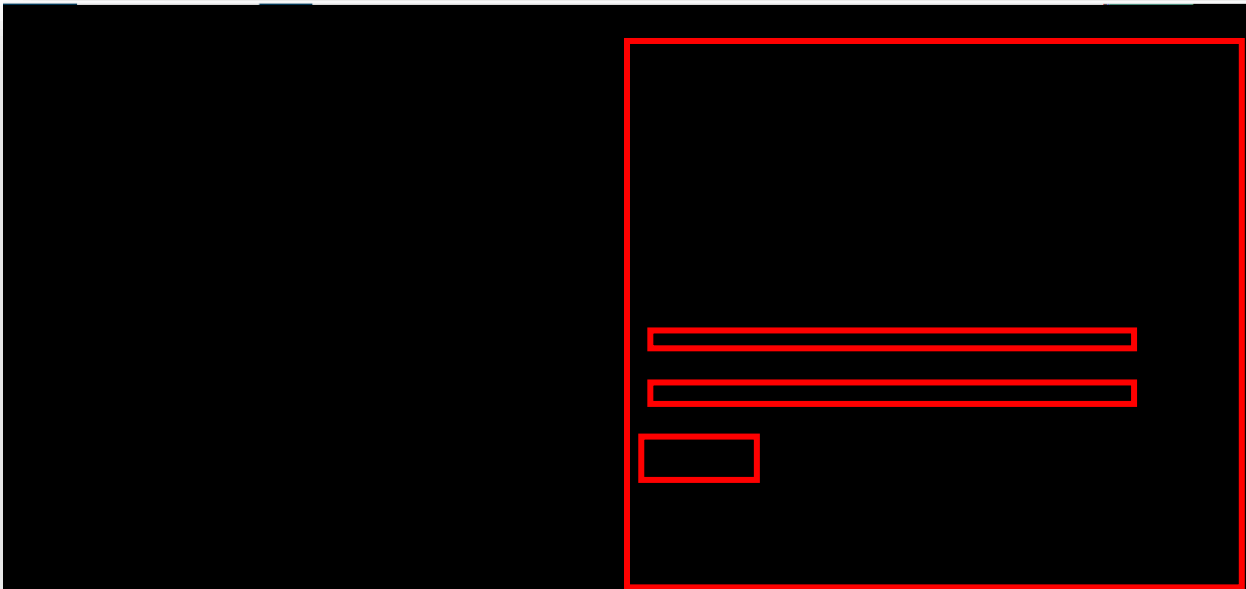On the main Curriculog display, you will fin

run in Curriculog.

rt.

Curriculog will bring up the Impact Report feature on the right side of the dashboard. For our

to select the Undergraduate
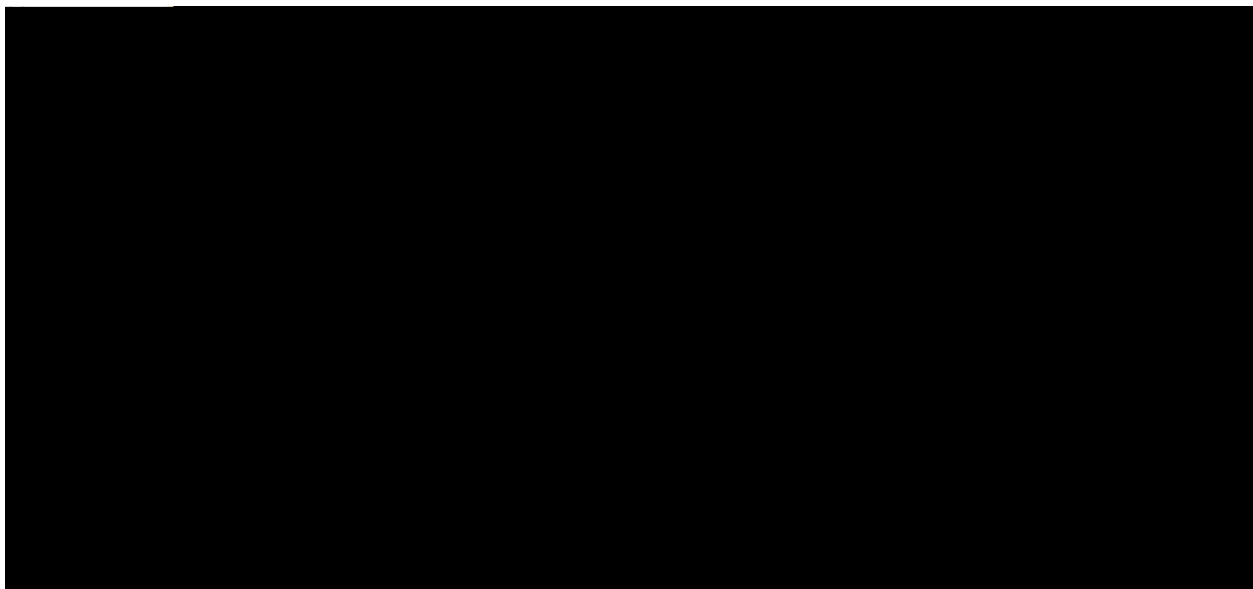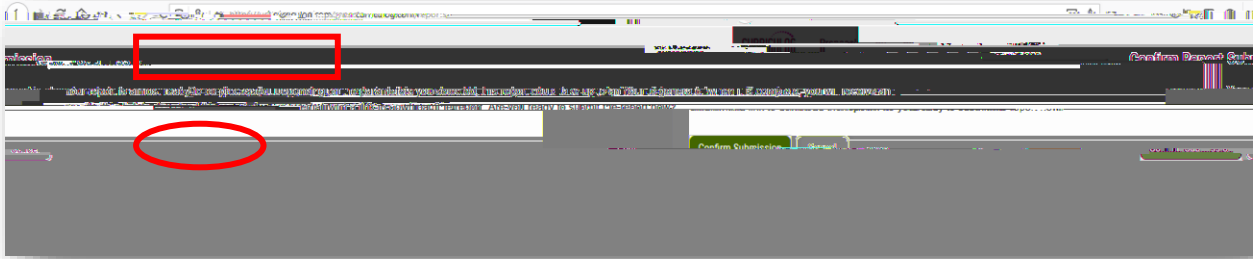Catalog we want to search.

A secondary window will open and display the various search options within the Acalog and Curriculog systems. Acalog is the catalog, and Curriculog is the way to modify the catalog through

We want to search the next Undergraduate catalog under the Acalog heading for the Impact Report, as proposed changes to an existing course will impact the next catalog cycle. In our example it is the 2021-2022 Undergraduate Catalog. We will click on our selection to highlight it.

button.

A confirmation screen appears which indicates the Impact Report will run for the specified Course Prefix and Code. The report will be sent to your email address on record in Curriculog. When you
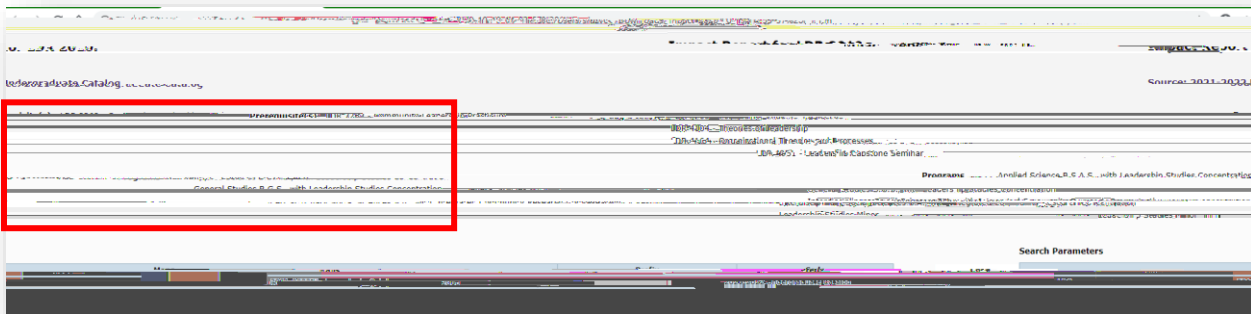
Running an Impact Report from the Main Curriculog Display

In your email, you will receive a no-reply@curriculog.com email with the report results.

The body of the email will contain a link to the report. Please click on this link.

Once you click on the report information, the report will open and display a listing of courses for which the [   ] The Impact Report will also identify those programs in which the course is offered. This information can be used to determine if changes in the proposed course will impact those programs.

If the proposed change impacts other programs, a Course Concurrency form should be attached to the Course Change or Course Discontinue Proposal. You can find the Course Concurrency form at the USF Undergraduate Studies Curriculum website (https://www.usf.edu/undergrad/curriculum/curriculog/resources.aspx), under the Resources link in the left menu.

This concludes the USF Curriculog Impact Report tutorial.

Additional Curriculog tutorials are located at https://usf.edu/ugs-curriculum-training, as well as important dates and deadlines, FAQs, and other resources.

You can email the UGS Curriculum Team at UGS-DOCurriculum@usf.edu for any additional assistance.