Use Chrome, Safari, or Firefox to go to https://nextcatalog.walsh.edu
Walk the CAT with CIM

CourseLeaf CAT Overview

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What Is CAT

- Collects edits to your catalog
- Sends pages through appropriate workflow
- Holds approved content from your curriculum process
- Displays course information
- Publishes your catalog
What Is CIM

- Collects edits to your courses and programs
- Send proposals through workflow
- Feeds approved content to the catalog
Walk the CAT: Client Pages

• Corporate Website: www.courseleaf.com
Where Do I…

- Edit Non-curricular content (contact info, etc.) – CAT
- Edit Degree requirements – CIM Programs (/programadmin)
- Edit Plan of study – CIM Programs (/programadmin)
- Edit Admission requirements – CIM Programs (/programadmin)
- Edit Student Learning Outcomes – CIM Programs (/programadmin)
- Edit Courses – CIM Courses (/courseadmin)
- New Courses – CIM Courses (/courseadmin)
- Propose new subject code and other items – CIM Misc (/miscadmin)
- Propose New Program – CIM New Program Business Plan (/prospectusadmin), then CIM Programs (contact SCHEVliaisons@vcu.edu)
Process for Adding Program

• Complete Prospectus form (/prospectusadmin)
• Prospectus is approved
• Complete Course form (/courseadmin) for each new course
• All Courses are approved
• Complete Program form (/programadmin) to include new courses
Questions

- bulletin@vcu.edu
- SCHEVliaisons@vcu.edu

- Register for additional training or workshop sessions at http://go.vcu.edu/cimtraining