

How to view/print a Course Outline of Record (COR)

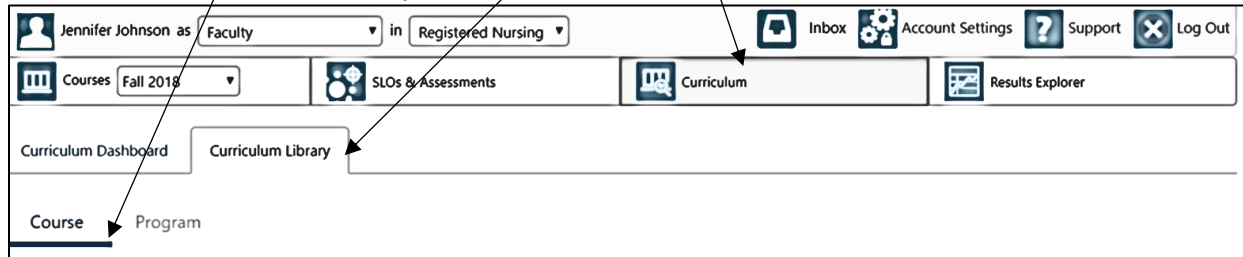
Getting started

Step 1: Go to your inside BC page. Only use CHROME, FIREFOX or SAFARI- do NOT use internet explorer. From your inside BC page, go to tools, from the drop-down menu click eLumen.

Step 2: Log in using your BC credentials: BC email address and password.

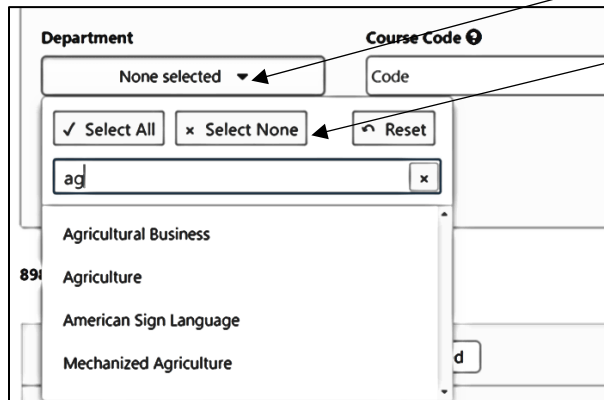
Step 3: From the home page, click the Curriculum Button.

Step 4: Hover over the curriculum library tab. Click the tab once it turns grey. Ensure the course option has been selected (as indicated by the underline).

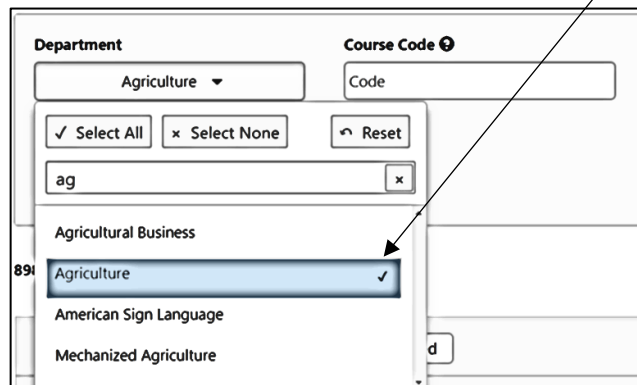


Step 5: Choosing a course

Select the department by clicking the department drop down menu. Click the select none button and type the department in the search bar.




As you hover over the department name, it will highlight. See screen shot below. Click on the department name- a check mark will appear, and it will now show as the department. Click anywhere on the page to remove the drop down choices.



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Entering a course code is not necessary as all of the courses in the department will populate below. Once you click on the course of interest, the course will highlight with a check mark and the **View COR Report** option will appear. Click the **View COR Report** and the next screen will appear.

Department		Course Code
Agriculture		Code
2 Total Show: 15 entries		
Show History		View COR Report
Course Code	Course Title	
<input checked="" type="checkbox"/>	AGRIB1	Agriculture, Environment and Society
<input type="checkbox"/>	AGRIB49	Agriculture Leadership Training

Click **Go to report**. This will provide a complete COR. To print, click the  icon in the top right corner.

COR Report Options [X]

Select the sections to show in the report: General Information, ... (13)

Show SLO Mappings as: List Grid

Go to Report **Cancel**