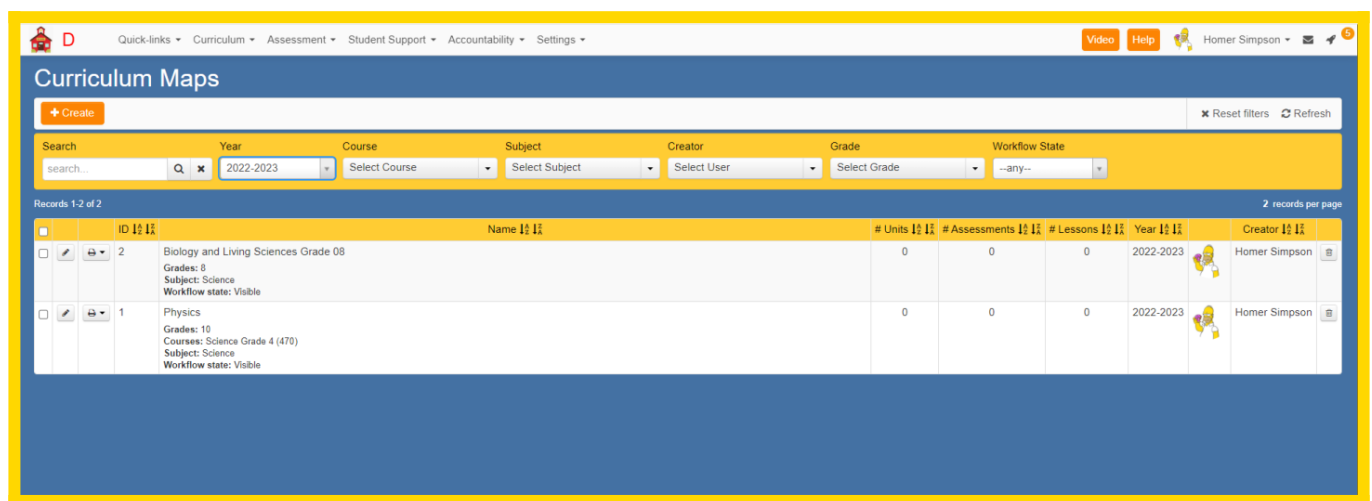


02.G. Linking Existing Units to a Curriculum Map

Curriculum Maps allow you to gather together all the units for a course so that they can be found and managed as a unified set. Use the steps below to bundle units together for each of your courses.

- 1) Click the **Curriculum Map** option from the Curriculum dropdown menu at the top of the screen.
- 2) Click the "Create" button on the Curriculum Map grid.



The screenshot shows the 'Curriculum Maps' interface. At the top, there's a navigation bar with 'Quick-links', 'Curriculum', 'Assessment', 'Student Support', 'Accountability', and 'Settings'. Below this is a 'Curriculum Maps' header with a '+ Create' button and 'Reset filters' and 'Refresh' options. A search bar and several dropdown filters (Year, Course, Subject, Creator, Grade, Workflow State) are present. The main area displays a table with 2 records. The table has columns for ID, Name, # Units, # Assessments, # Lessons, Year, and Creator. The first record is 'Biology and Living Sciences Grade 08' with 0 units, 0 assessments, 0 lessons, for the year 2022-2023, created by Homer Simpson. The second record is 'Physics' with 0 units, 0 assessments, 0 lessons, for the year 2022-2023, also created by Homer Simpson.

ID	Name	# Units	# Assessments	# Lessons	Year	Creator
2	Biology and Living Sciences Grade 08 Grades: 8 Subject: Science Workflow state: Visible	0	0	0	2022-2023	Homer Simpson
1	Physics Grades: 10 Courses: Science Grade 4 (470) Subject: Science Workflow state: Visible	0	0	0	2022-2023	Homer Simpson

- 3) On the "General" tab, enter the following required and recommended fields:

Required Fields:

- **Name:** The name displayed for all curriculum for a certain course (Example: "Grade 4 Math", "ELA Grade 1", "Chemistry", "US American History I")
- **Description:** Longer description of this curriculum map
- **Year:** School-year when this curriculum will be used
- **Subject:** general area for this curriculum
- **Workflow State:** status that determines if the curriculum map is complete and ready to use viewed by others. Values will depend on your district's configuration.

Recommended Fields:

- **Course:** Link one or multiple courses that will use this curriculum map.
- **Grades:** Link the grade level(s) that this curriculum map is intended for.

Edit curriculum map (#3)

General | Units | Standards | Attachments | Discussions | Notes

Name
Earth Science

School
--Entire District--

Year
2022-2023

Subject
Science

Workflow State
Visible

☒ **Team Can Edit**
If checked - other teachers teaching the same course can edit this curriculum map

☐ **Do Not Share - Exclude From List**
If checked - only district admins and the owner will be able to see this curriculum map in the list

☐ **Do Not Allow Copy**
If checked - teachers and school admins cannot copy the curriculum map

☐ **Hide from teachers not teaching linked courses**
If checked - teachers not teaching the same course won't see this curriculum map

Description

Upload image | Source

This explains the full curriculum of the Earth Science course.

body Current Word Count: 10

Shared With

[Link staff](#) [Refresh](#)

No items in this view

Grades

[Link grades](#) [Refresh](#)

Records 1-4 of 4 4 records per page

ID	Name
12	
11	
10	
9	

Courses

[Link courses](#) [Refresh](#)

Records 1-1 of 1 1 records per page

ID	Name
14169 470	Earth Science

4) Click the Units tab

5) Click the "Link Units" button.

Edit curriculum map (#3)

General | **Units** | Standards | Attachments | Discussions | Notes

[Link units](#) [Create unit](#) [Refresh](#)

No items in this view

Search filters:

Year: --any-- Subject: --any--

Grade: --any-- Course: --any--

Creator: --any--

☐ Only Units Not linked to Curriculum Map

Search: keyword_ [Q](#) [X](#)

57 row(s) loaded

Units list:

- All
- Allen
- Animal cells
- Beginning-of-Year Setup and Configuration (Observations / Evaluation Activities)
- Cheeseburgers: A Delicious History (DND)
- Completion of Required Evaluation Activities
- Crouse_Unit Plan
- Dana M Bruens
- Database Exploration

6) Use the search fields on the pop-up to find the units you wish to house within this curriculum map. You can select a unit by double-clicking it.

- Please Note: A unit can be linked to one and only one Curriculum Map. If a unit is already linked to a different map you can either unlink that unit from the map it is currently associated with OR you can copy the unit and


link the copy to another curriculum map.

The screenshot shows the 'Edit curriculum map (#3)' interface. At the top, there are tabs for 'General', 'Units', 'Standards', 'Attachments', 'Discussions', and 'Notes'. Below the tabs, there are buttons for 'Link units' and 'Create unit'. A table lists three units:

	ID	Name
<input type="checkbox"/>	333074	Earth Science Unit 1
<input type="checkbox"/>	327027	Earth Science Unit 2
<input type="checkbox"/>	327029	Earth Science Unit 3

A red arrow points to the 'Earth Science Unit 3' row. A red box with white text says: 'These units are not linked to this Curriculum Map.' To the right, a modal window is open for adding units. It has dropdowns for 'Year' and 'Subject', and 'Grade' and 'Course'. There is a 'Creator' dropdown and a checkbox for 'Only Units Not linked to Curriculum Map'. A search bar contains the text 'Earth'. Below the search bar, a list of units is shown, with 'Earth Science Unit 4' highlighted.

- Please Note: If you are not sure which units should be part of this curriculum map because the Unit names are not descriptive enough, you can open the Units screen and inspect your units more closely. Once you find the correct units you can copy the Unit ID numbers.


Quick-links ▾ Curriculum ▾ Assessment ▾ Student Support ▾ Accountability ▾ Settings ▾

Units

+ Create
Mass update
Copy unit(s)
Export to Excel
Print unit(s)

Search

District/Set

Year

Course

Grade

Show in Description

Curriculum Map

Records 1-15 of 15

				ID ↓↑ ↓↑	Name/Description ↓↑ ↓↑ School ↓↑ Grade ↓↑ Subject ↓↑
<input type="checkbox"/>				327029	Earth Science Unit 3 Workflow state: Visible Grade: 9, 10, 11, 12 School: Sandbox School Subject: Science
<input type="checkbox"/>				327030	Earth Science Unit 4 Workflow state: Visible Grade: 10 School: Sandbox School Subject: Science
<input type="checkbox"/>				333073	Earth Science Unit 5 Workflow state: Visible Grade: 10 School: Sandbox School Subject: Science
<input type="checkbox"/>				333077	Earth Science Unit 5 Workflow state: Visible Grade: 10 School: Sandbox School Subject: Science

- Then return back to the Unit tab of the Curriculum Map and paste the Unit ID into the "Search" field and click the 'magnifying glass' icon to search for the appropriate unit.

ew

Use double click to add units

Year

--any--

Subject

--any--

Grade

--any--

Course

--any--

Creator

--any--

☐ Only Units Not linked to Curriculum Map

Search

333073

Q

x

1 row(s) loaded

All

Earth Science Unit 5

Refresh

Grades

Lessons

Assessments

7) Once the units for this curriculum map are all displayed you can use the 'up' and 'down' arrow buttons to arrange the units in the correct order. You can also rename your Units or update Start Dates and End Dates directly from this screen without needing to open the individual units.

Quick-links ▾ Curriculum ▾ Assessment ▾ Student Support ▾ Accountability ▾ Settings ▾

Save Save & Close Cancel & Close

Edit curriculum map (#3)

Print Unit Plan Print Unit Content

General Units Standards Attachments Discussions Notes

Link units Create unit Refresh

Records: 1-7 of 7

	ID	Name	Start Date	End Date	Grades	# Lessons	# Assessments
<input type="checkbox"/>	333074	Earth Science Unit 1			9, 10, 11, 12	0	0
<input type="checkbox"/>	327027	Earth Science Unit 2	08/23/2023		9, 10, 11, 12	2	2
<input type="checkbox"/>	327029	Earth Science Unit 3			9, 10, 11, 12	0	0
<input type="checkbox"/>	327030	Earth Science Unit 4			9, 10, 11, 12	0	0
<input type="checkbox"/>	333073	Earth Science Unit 5			9, 10, 11, 12	0	0
<input type="checkbox"/>	327033	Earth Science Unit 6			9, 10, 11, 12	0	0
<input type="checkbox"/>	333078	Earth Science Unit 7			9, 10, 11, 12	0	0

7 records per page

Use the arrow button to reorder units

Click on the text to rename a unit

Click on the date field to edit dates for a unit

8) Once your have made your changes, click "Save & Close"

9) Follow these steps for each course Curriculum Map that you would like to create.
