

How to View Curriculum Items for CLA Faculty Senate:

Please note, you may see other curriculum items listed that are not on the agenda, these items were not entered by the submission guideline for the current meeting. For more information on submission deadlines please see the CLA Curriculum page [here](#).

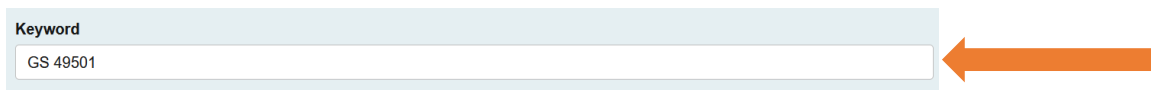
1. Go to <https://purdue.curriculog.com/>
2. Select Login in the upper right hand corner of your screen and enter your career account information.
3. From the tabs select All Proposals



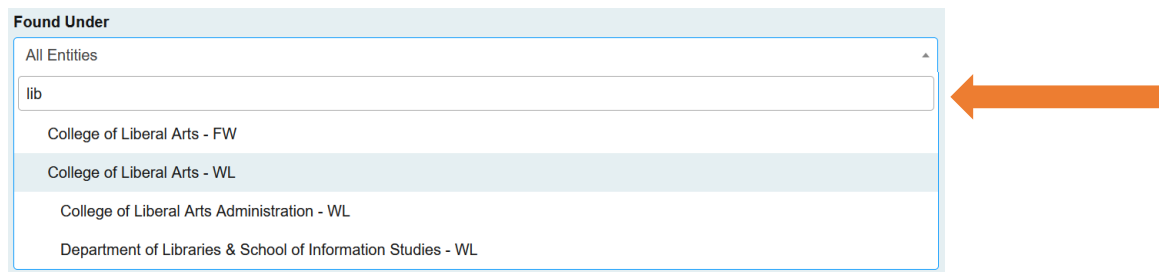
4. Select to filter by Advanced Filter



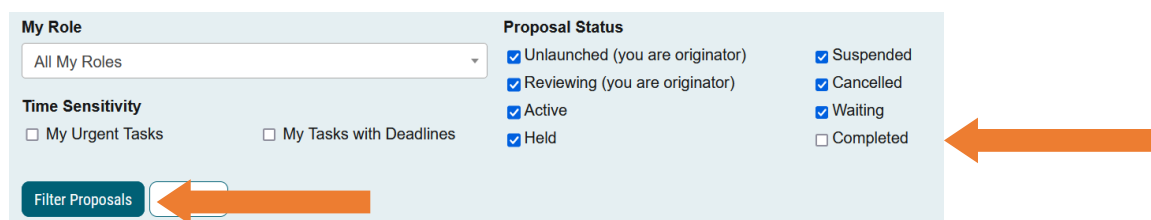
5. In the "Keyword" box, type the curriculum item you are searching for and select Filter Proposals.
If you do not enter a keyword, you will see ALL CLA curriculum items, past and present.



6. In the box titled Found Under, select College of Liberal Arts – WL (type "Liberal" into the box to quickly search), also select "Include all child entities under my selection".



7. Scroll down and select Filter Proposals. If the item you are searching for may have completed the workflow, Please select "Completed" under Proposal Status.



8. To view the proposal select View Summary (the icon that resembles a notebook). This will open the Summary on the right hand of the page. You may view all items in the proposal including any attachments and notes. OR you may click on the title of the course to open the full proposal. If you have selected "Completed" please verify you are looking at the most recent edits vs previous edits.



9. Once in the proposal you will see the title and type of proposal. In this case, this is an undergraduate course revision.

GS - 49501 - Beyond Undergraduate Research
Course Undergraduate (10000-49999) REVISE EXISTING

10. You may now scroll through the proposal and see what was revised. Pay special attention to the right side of the page for the navigation icons. Please note, any comments left are part of the permanent digital course or program record.

