

Educational Experience

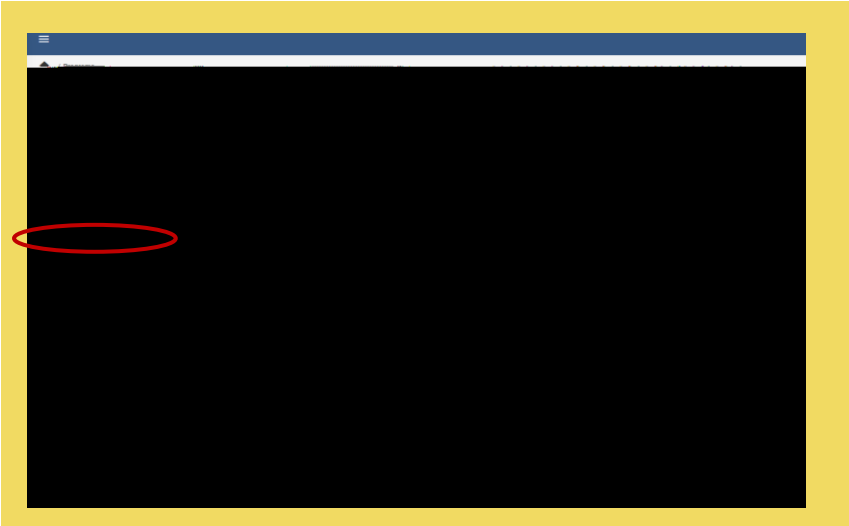
Refers to Courses, Course Sections, Co-curricular Activities and Co-curricular Sections. These are locations where student learning and assessment may be defined and/or occur.

Some programs may already have educational experiences added. Please confirm they are correct.

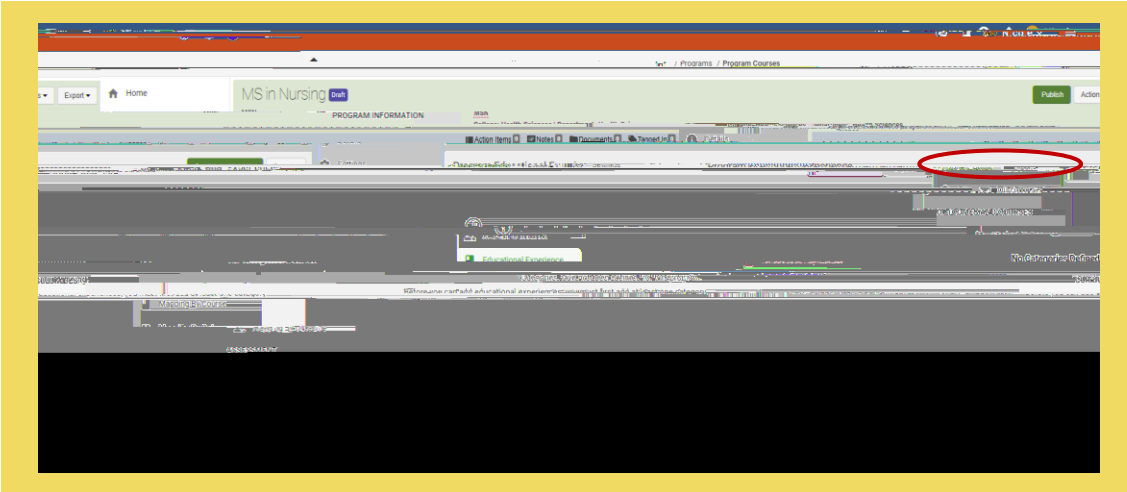
If the program does not have experiences added, the next few slides will be a step-by-step guide on how to add experiences in Helio Campus

Adding Educational Experiences

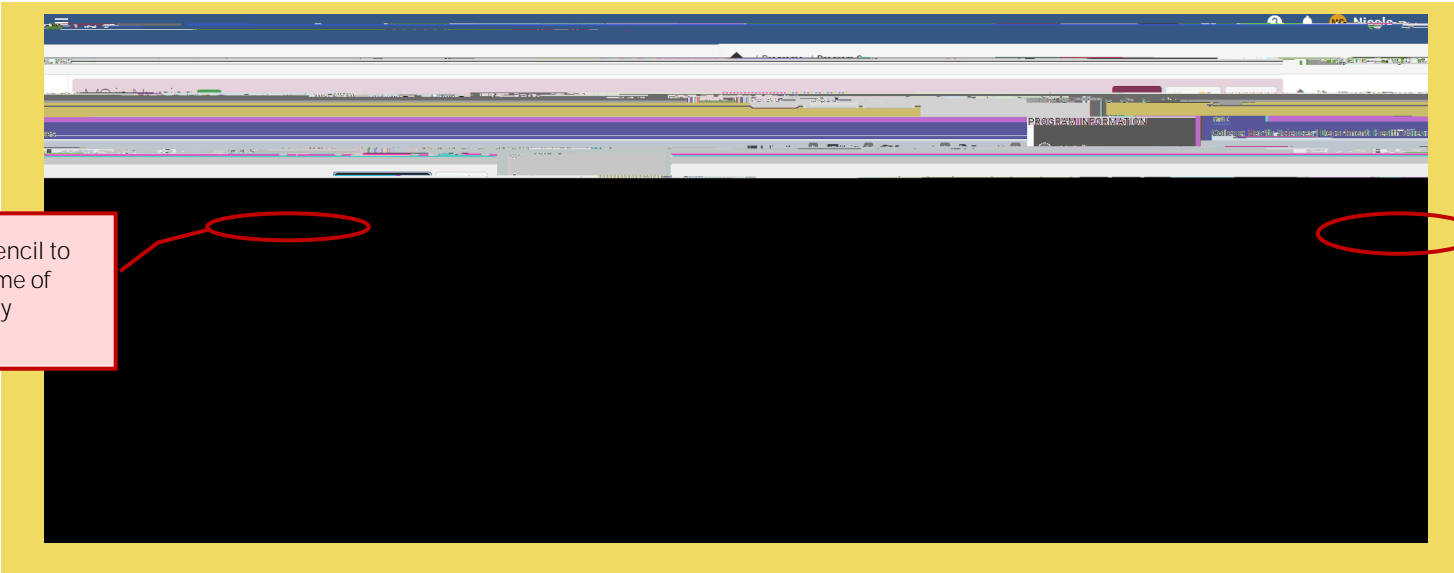
- 1. Open the program's home page and select Educational Experience from the left side menu



- 2. Select add new category



- 3. This is the screen that will appear once a new category is added

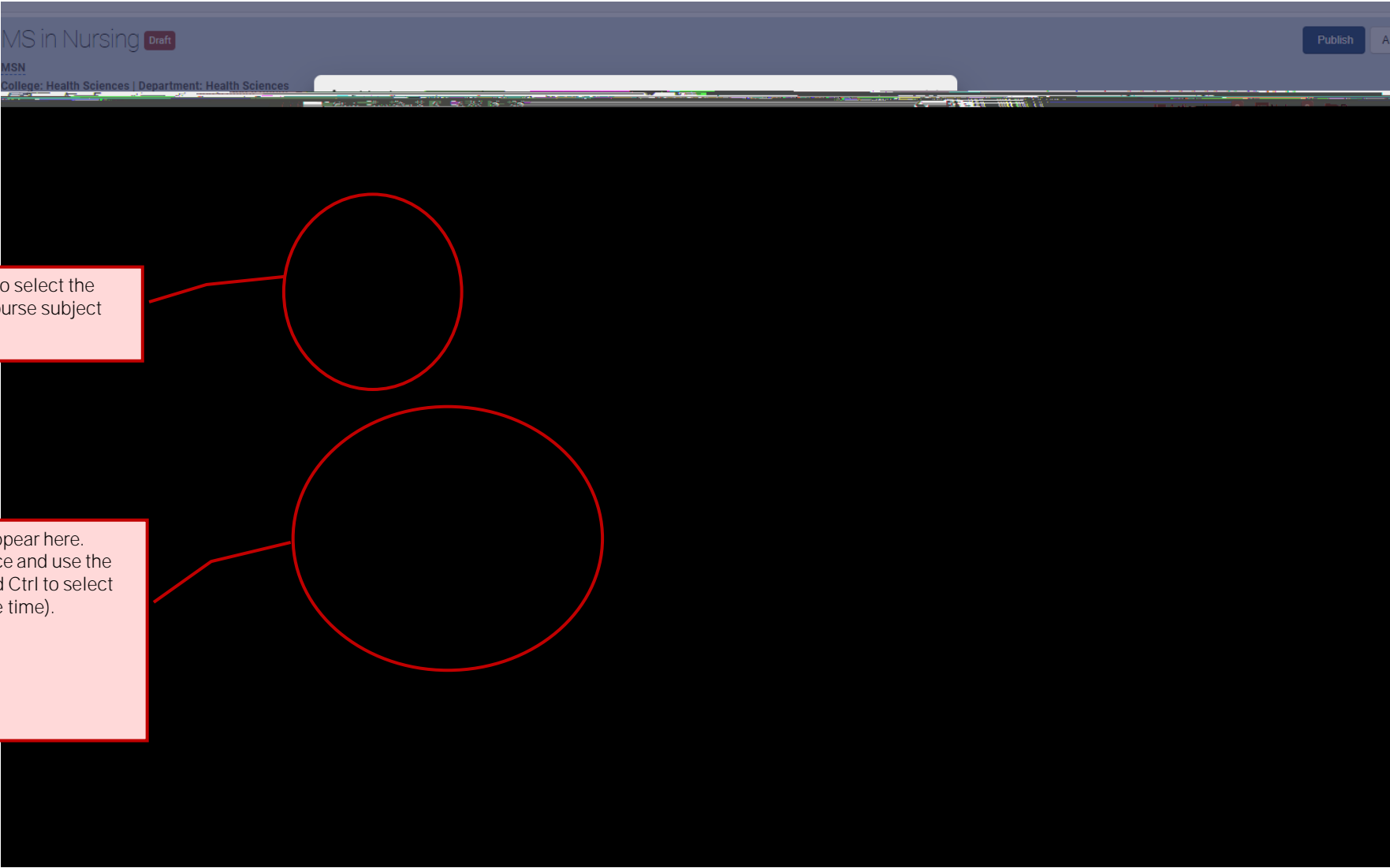


Click the pencil to edit the name of the category

Hover over the kabob and the widget will give you three options. Select the + sign to add courses and the trash can to delete the category

Adding Educational Experiences continued

4. After selecting the + option, this window will pop up



Use the drop-down menus to select the division, department and course subject

All available courses will appear here. Click to select an experience and use the arrow to move it over. (Hold Ctrl to select multiple experiences at one time).

Click Save

Training Links

[Curriculum Mapping +
Outcomes Alignment Training
Videos](#)

View part 3 for more information on
adding educational experiences