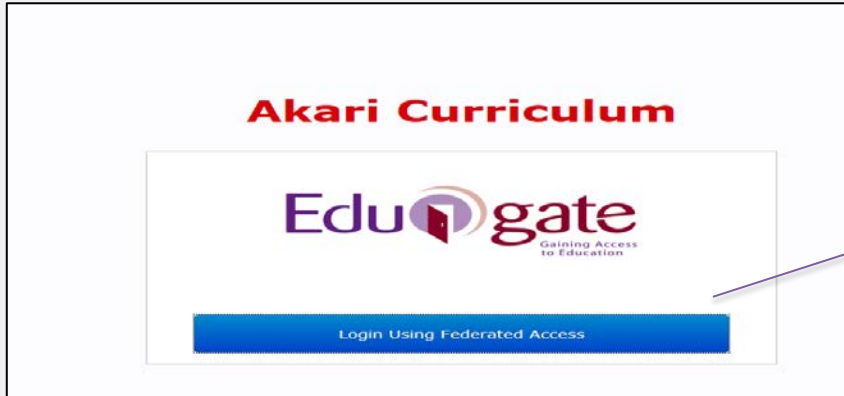


## Logging into Curriculum Management System

### Accessing the Curriculum Management System

- To access AKARI click <https://nuig.akarisoftware.com/curriculum/>
- Log in using the Federated Access



Click on this link

- Enter Username and Password using staff ID and PC password

Use your details to log in i.e your staff ID no and your PC password

### SUPPORT:

There are three types of support channels for this service depending on the issue/request. However, please visit the [Curriculum Management FAQ](#) page before logging a support request.

**Technical Issues:** All Technical issues such as account creation, access to service and performance issues should be directed to the [Service Desk](#).

**Curriculum Issues:** Curriculum/Syllabus support queries, issues and requests should be directed to the Syllabus Team in [Academic Records](#). Please visit the [Akari Helpdesk](#)

**CELT:** Issues with adding instructors on blackboard should be directed to CELT

# How to Add Bonds

Click on 'Add' bonds

**Common Paper Bond** – one paper uploaded with two or more module codes timetabled in one location.

**Shared Material Bond** – two papers uploaded, timetabled at same time, can be different locations, two modules with similar content of questions

Module Id  Module Code

Valid From

EN2123 Studies in the Age of Shakespeare [Approved]

Click on the module in the search box


Click on **Add Modules**

**Add Bonds**  
EN2134 Media, Culture, Society (CA)

Module Code	Module Title	Assessment Type	Assessment Description	Add
EN2123	Studies in the Age of Shakespeare [Approved]	Paper 1 - Written	n/a	<input style="background-color: #4CAF50; color: white; padding: 5px; border: none; border-radius: 3px;" type="button" value="+"/>

Click on the **plus icon**

Click on **Close**

 Follow the same process to add a bond to the second sitting assessment if there is a requirement to have a bond also in the second sitting

**When you have created your bond click on the Save Module icon**

**Important Notice:** Please ensure you *save your updates after each step* and *only exit* the screen when you see the green box. Otherwise your **data may not be saved!**