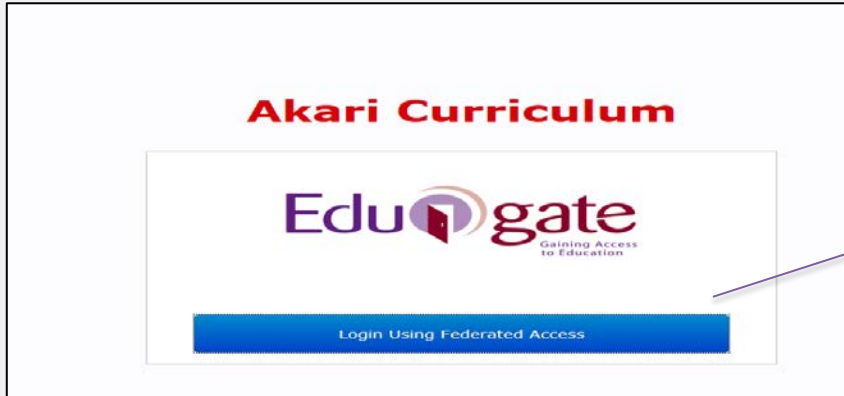


Logging into Curriculum Management System

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

The Finish Screen

Main Stream Outcomes Course Instance Modules PO Delivery Status Log **Final**

Save And Exit Print Preview

Press this button to save the Course Stream. You may edit this Course Stream subsequently by pressing the edit button on the main screen.

Click here for a printer friendly version of this Course Stream. To print the module select print from your browser's file menu.

Update Status

Submit For Approval Reject

Press this button if you wish to submit the Course Stream to the Registrar's office for approval. Note submit will only be possible if all required data has been provided.

Course Stream Extra Information

Here are your options to finish the process

Save And Exit

Press this button to save the Course Stream. You may edit this Course Stream subsequently by pressing the edit button on the main screen.

Save and Exit: This saves the Course Stream and Instances but **does not send** it anywhere. So you can go back and edit it again if you

Course Stream Extra Information

You can also add in notes in 'Course Stream Extra Information'.

Print Preview

Click here for a printer friendly version of this Course Stream. To print the module select print from your browser's file menu.

Print Preview: This will give you a preview of the course stream and instances

Example of the Preview function

[BACK](#) [EDIT](#) [DOWNLOAD](#) [BOOK OF MODULES](#) [LEARNING OUTCOMES](#) [SUBMIT FOR APPROVAL](#) [DELETE](#) [COPY](#) [TIMING OF ASSESSMENTS](#) [INTENT OF THIS UPDATE](#) [REJECT PROGRAMME](#)

DRAFT

BMS1 Bachelor of Science (Mathematical Science)

Awards			
No Programme Award Assigned			
Course Stream Code:	BMS1	Mode of Delivery:	Full Time
No. of Semesters :	4		
NFQ Level:	8	EQF Level:	6
EHEA Level:	First Cycle		
Embedded Award:	No		
Valid From:	2018-19 (01-09-18 - 31-08-19)		
Course:	Bachelor of Science (Mathematical Science)		
Discipline:	College of Science		
Location:	NUIG		
Course Stream Director:	Head of College		
Educational Aim of Course Stream:	n/a		
Clearing House Code:	GY319		

PAGE BREAK

Semester Schedules

Code: 1BMS1 / Location: NUIG / 60 ECTS / Semester 1

Optional													
Mod	Module Title	Co-ordinator	Level	ECTS	FT	PT	Written	Continuous	Oral, Audio	Department	Research	Study	Computer-

What Happens Now?

Update Status

Submit For Approval

Press this button if you wish to submit the Course Stream to the Registrar's office for approval. Note submit will only be possible if all required data has been provided.

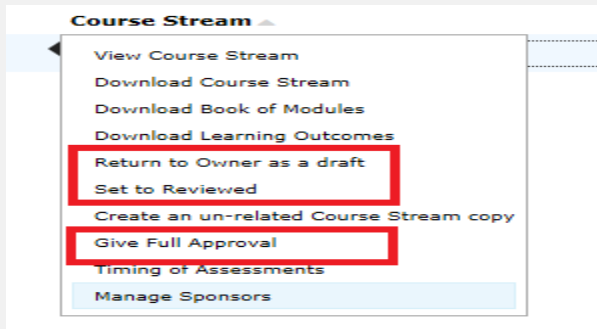
Please ensure that all updates are completed before submitting the course stream for approval.

'Submit For Approval' will move your course stream from 'My Draft Course Stream' to 'My Pending Course Stream'.

SUCCESS Course Stream Submitted for Approval

Course Stream _____ has been submitted for approval

[My Draft Course Streams](#) |
 [My Pending Course Streams](#) |
 [My Approved Course Streams](#) |
 [My Rejected Programmes](#)



My Pending Course Streams

The Final Approver in your College has three options:

'Set to Review' – This will move the course stream to

My Reviewed Course Streams

'Revert to Draft Status' – This will move the course stream back to

My Draft Course Streams

'Give Full Approval' – This will move the course stream to

My Awaiting Programmes

Once a course stream is in the 'My Awaiting Programmes' tab the approval process is complete. The course stream will go to the message queue between AKARI and Quercus ready to be accepted and approved by Quercus during integration.



Once the Course stream receives final approval, it will be moved to **'My Approved Course Stream'** tab. AKARI is generally *CLOSED* when this step happens.