

## Using a Curriculum in UTLearn

A “curriculum” is made up of modules or classes. It can include in-person courses and/or online courses. As shown below, online courses are symbolized by a blue computer icon, in-person courses are symbolized by a red calendar icon, and curricula are symbolized by multicolored books.

In-person course



Online course



Curriculum



Generally, users must complete all of the items in the list to get credit for the curriculum. For example, the Information Security Awareness Curriculum is made up of 8 online modules (see Figure 1). Users must complete any quiz that is associated with the module before they are given credit for the module. Once they have completed all 8 modules, they will be given credit for the entire Information Security Awareness Curriculum.

With a curriculum, there are some additional steps a user must take:

- The user must “open” the curriculum to see the module (see Figure 2).
- The user then “activates” the module. This changes the status from “Not Activated” to “Registered” and changes the button label to “launch” (see Figure 3).
- Once the module is activated, the user then “Launches” the module. The online modules in a curriculum act in the same way as any other online module (like, Sexual Misconduct, for example).
  - Remember that the browser must allow pop-ups from the “csod” website.
- If there is a quiz, the user must complete the quiz to get credit for the module.
- The system keeps track of completed modules by updating the “curriculum progress chart” in the upper left and by placing a checkmark next to the courses that have been completed. If the module has not been completed (for example, the user did not pass the quiz or the user had to leave the module before finishing it), the status will be “in progress” (see Figure 4).

# Training Details



## Information Security Awareness

Curriculum - UT Austin

Request

Assign

This training is required by all University employees every two years. In the next 35 minutes, you will learn how to better protect your electronic data. This presentation will also give you information about technology resources on campus and the policies that govern the use of digital information.

### Available Languages

English (US)

### Subjects

Information Technology

#### Curriculum









 <b>You Are The Shield</b> You Are The Shield
 <b>Social Engineering</b> Social Engineering
 <b>Email &amp; Messaging</b> Email & Messaging
 <b>Browsing</b> Browsing
 <b>Mobile Device Security</b> Mobile Device Security
 <b>Passwords</b> Passwords
 <b>Hacked</b> Hacked
 <b>Data Security and Data Destruction</b> Data Security and Data Destruction

Figure 1: The Information Security Awareness Curriculum is made up of 8 online modules

# Transcript: Joe User

Options ▾


To view your completed training, print certificates, and/or complete evaluations, please view your Completed items via the drop-down that currently displays Active. To view archived items, select Archived. To view the entire transcript history, select Run Transcript Report.

**0 HRS**  
AGGREGATE TRAINING COMPLETED

FISCAL YEAR ENDING **8/31/2017**    COST **\$0.00**

Active ▾    By Due Date ▾    All Types ▾    Search for training

**Search Results (5)**



**Information Security Awareness**  
Due: No Due Date    Status: Registered

**Open Curriculum** ▾

Figure 2: Users must open a curriculum to see the individual modules

## Information Security Awareness

Options ▾

**0%**  
CURRICULUM PROGRESS



**You Are The Shield**  
Status: Registered    Due: No Due Date  
You Are The Shield

**Launch** ▾



**Social Engineering**  
Status: Not Activated    Due: No Due Date  
Social Engineering

**Activate** ▾

Figure 3: User must click on the "Activate" button. The button label will then change to "Launch".

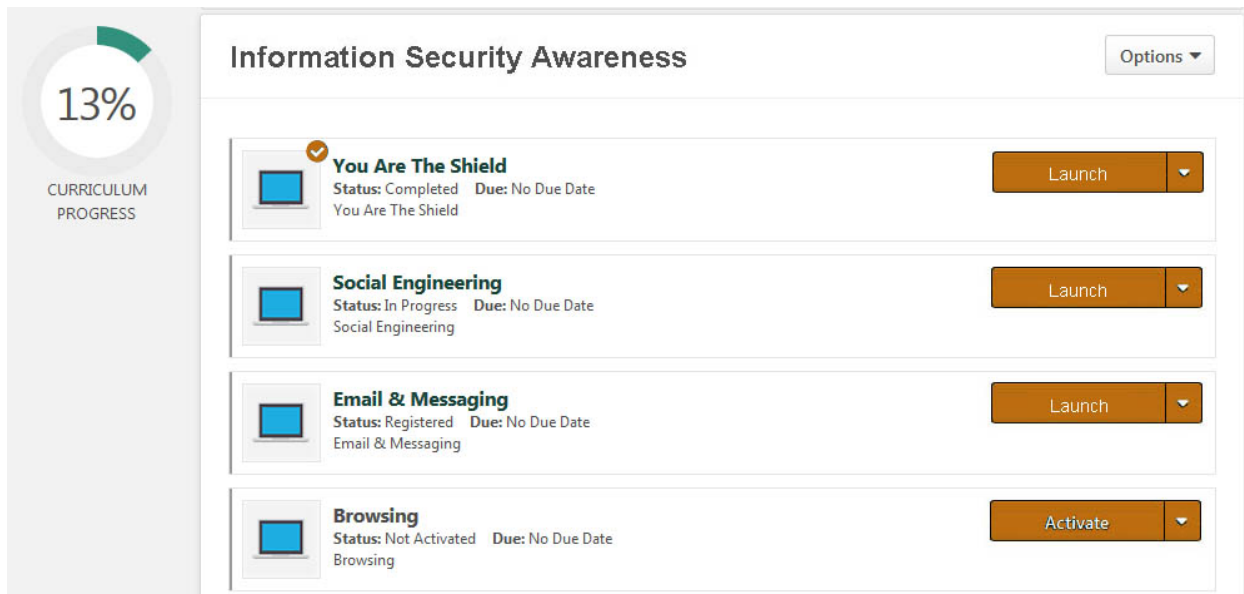


Figure 4: The Curriculum Progress Chart (upper left) updates as modules are completed. In addition, a checkmark symbol is placed on completed modules.