

Sherpath: Course Setup – Create a New Course

NOTE: Depending upon the Sherpath collection you are using, the modules will be arranged either by topics or by book chapters.

Creating a New Course

1. To get started, click on the link to Sherpath within your course.
2. The welcome screen displays with two options: **Create a new course** or **Copy an existing course**.

NOTE: If this is the first time you are using a particular Sherpath collection, Create a new course will be the only option.

Welcome!

In order to get started, please choose from one of the following options.

Create a new course Copy an existing course

3. Click the radio button next to **Create a new course**.

Welcome!

In order to get started, please choose from one of the following options.

Create a new course Copy an existing course


4. Date boxes will appear below.

Welcome!


In order to get started, please choose from one of the following options.

Create a new course Copy an existing course

4 When does your course start?

4 When does your course end?

5. Click on the calendars in the date boxes to select the course start and end dates.


NOTE: Sherpath weeks run Sunday through Saturday. It is recommended to choose an end date a week past the actual date to allow for late submissions and to keep as a repository week for any unused modules.

Welcome!

In order to get started, please choose from one of the following options.

Create a new course Copy an existing course

When does your course start?

5 

< **August 2019** >

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
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| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

ted throughout the duration of your any time.

CREATE YOUR COURSE!

6. Once the dates have been entered, click **CREATE YOUR COURSE!**

Welcome!

In order to get started, please choose from one of the following options.

Create a new course Copy an existing course

When does your course start?

08/18/2019

When does your course end?

12/21/2019

Course resources will be automatically distributed throughout the duration of your course. You may customize its organization at any time.

6 CREATE YOUR COURSE!

7. A Course Setup window will pop up, restating the dates and asking if they are correct.

8. Click **SUBMIT** to confirm.

Welcome!

In order to get started, please choose from **7**

Create a new course Cop

When does your course start?

08/18/2019

When does your course end?

12/21/2019

Course resources will be automatically distributed throughout the duration of your course. You may customize its organization at any time.

CREATE YOUR COURSE!

Course Setup

You're scheduling this course for Aug 18, 2019 to Dec 21, 2019.

If this is correct, submit away!

8

CANCEL SUBMIT

9. The Course Plan page appears. You have created your new course!

The screenshot shows the Sherpath interface. On the left is a dark sidebar with the Sherpath logo at the top. Below the logo are navigation links: Home, Course Plan (highlighted in orange), Performance, EAQ, Ebooks, Log out, Report a Bug, and Report a Content Error. The main content area is titled 'Course Plan' with a red circle containing the number 9. Below this is the course title 'Sherpath for Fundamentals' and a link to 'Expand all weeks'. The course plan is organized into three weeks: Week 1 (Aug 18 to Aug 24), Week 2 (Aug 25 to Aug 31), and Week 3 (Sep 1 to Sep 7).

END OF GUIDE