

We are using this manual form to process any curriculum that cannot currently be processed using existing workflows (e.g.CCN and CBE courses). The form will be uploaded into eLumen, and will be tracked and commented upon via eLumen using the normal workflow process. For any questions, please contact us at bc\_curriculum@bakersfieldcollege.edu







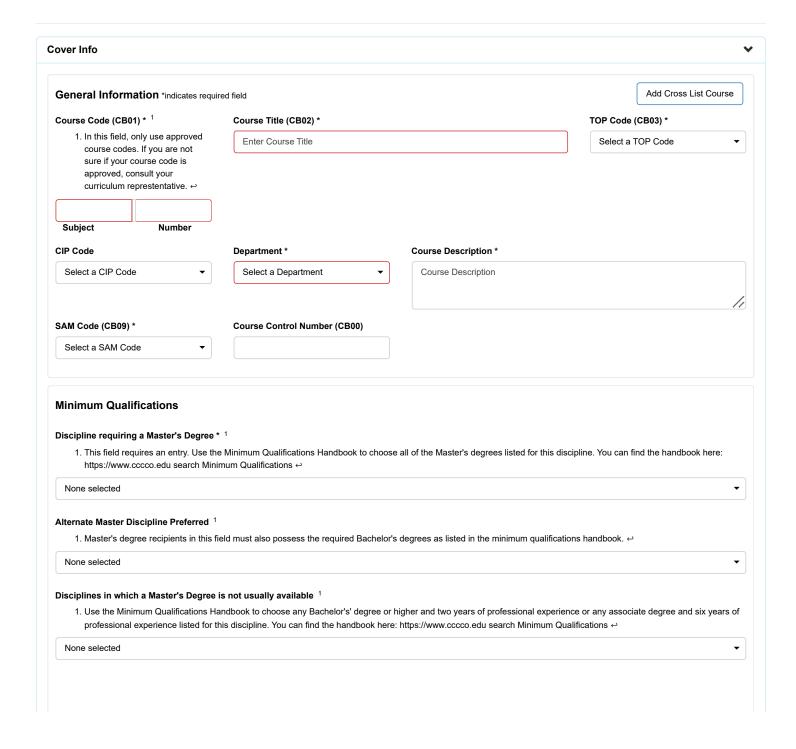


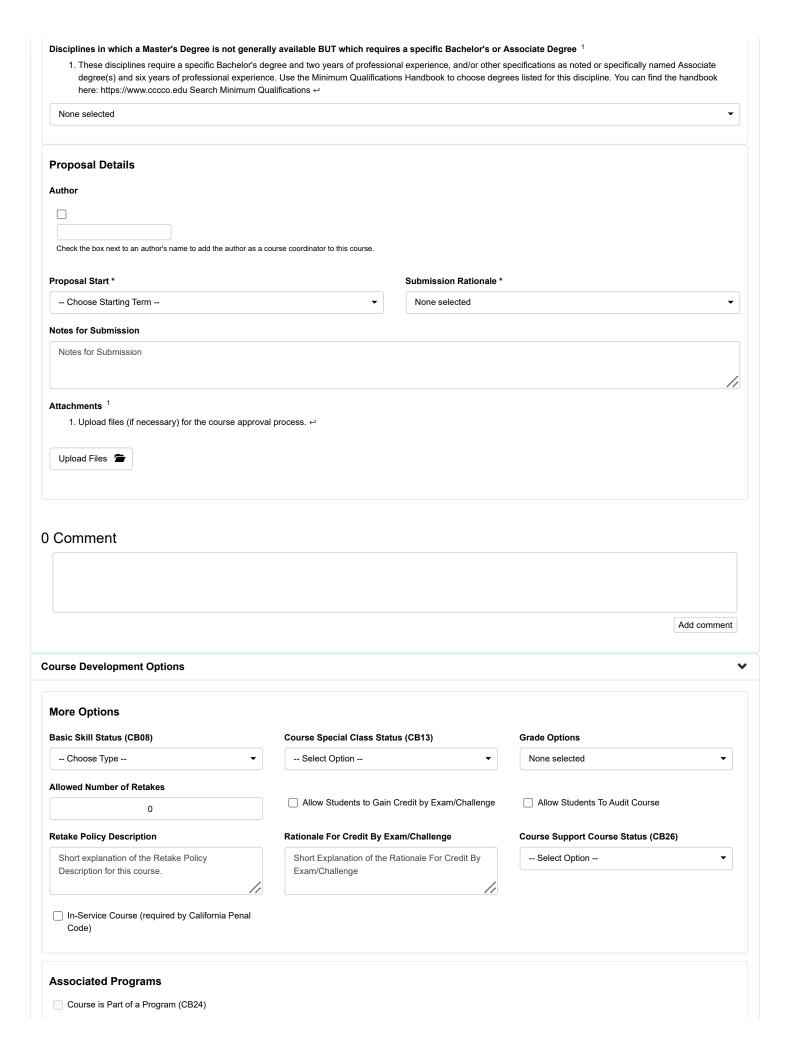


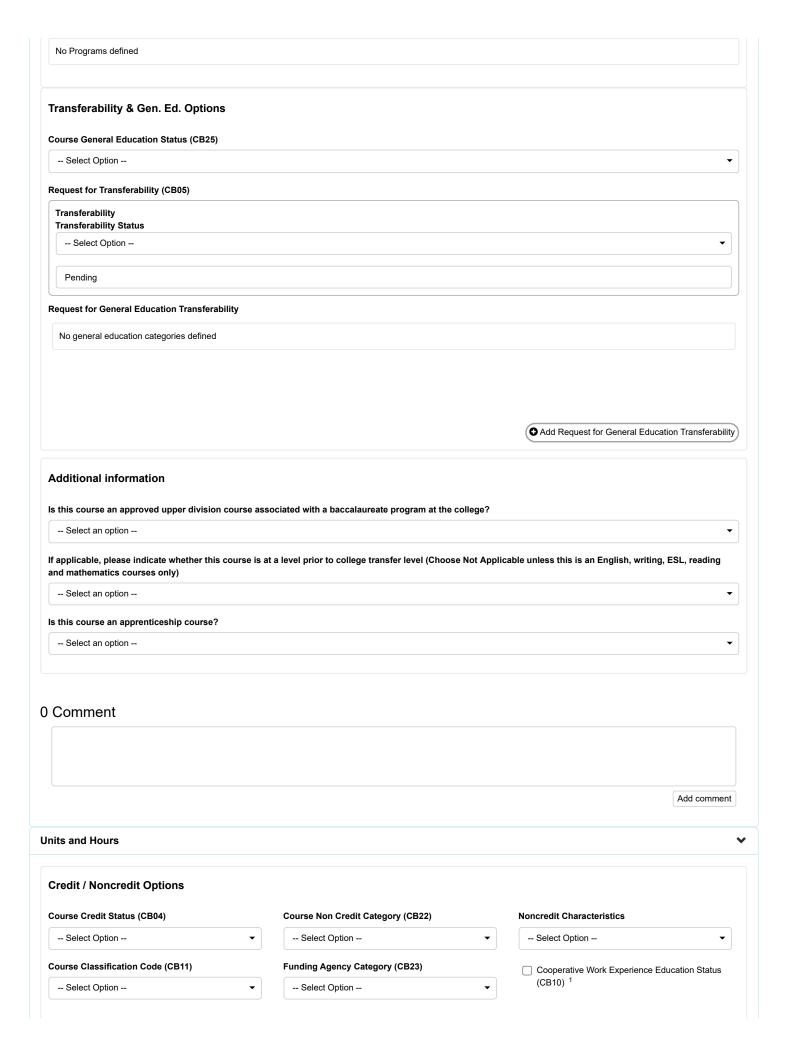
## **Course Title**

Course- Create (Effective Summer 2024) Course Creation

- 1. Begin a NEW course in eLumen, and only enter Course Title, Subject, Number, and Department. Save and continue.
- 2. Use the eLumen workflow to guide you through the options for each question while completing this form.
- 3. Once the form is complete upload it into the eLumen workflow using the button on the Cover Info page.
- 4. Submit your course in eLumen.







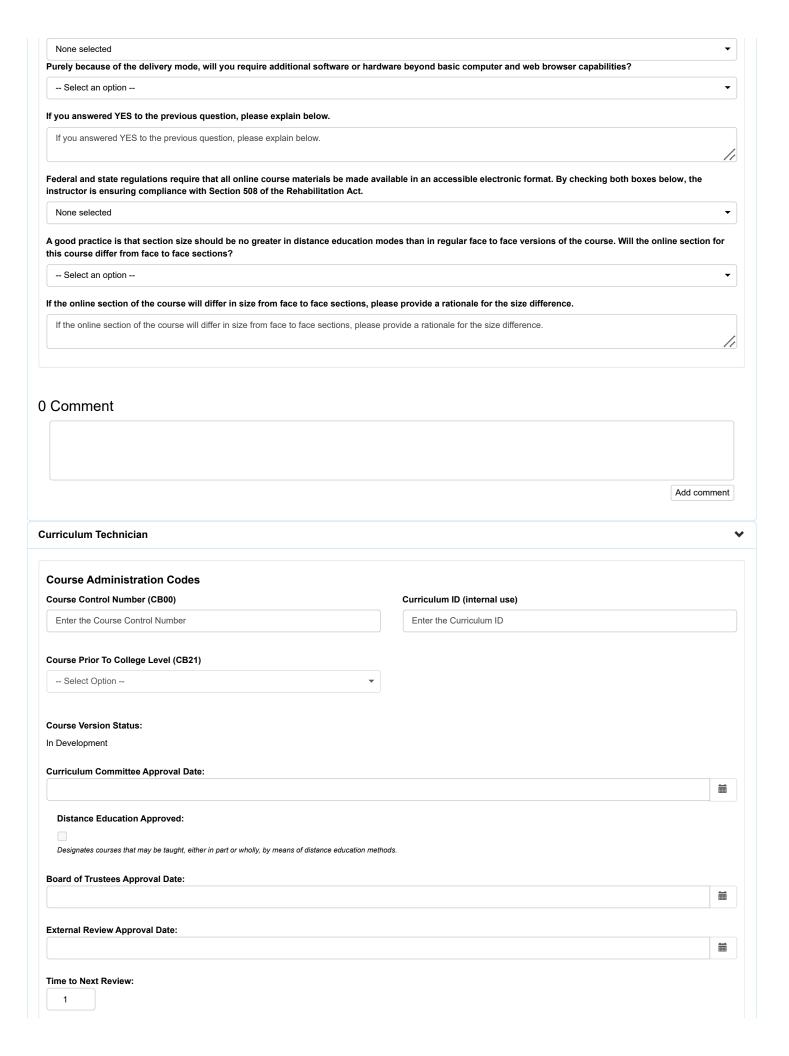
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