



UCD REGISTRY

Curriculum Management Update: CMS open for 2023/24 Academic Year Edits

To: Heads of School, School Heads of Teaching & Learning, Chairs of Governing Boards, Programme Deans, Vice Principals for Teaching and Learning, College/School Office Directors, School Managers, Programme Directors, College/School Administrators, Programme Managers

Dear Colleagues,

The [Curriculum Management System \(CMS\)](#) is now open for edits to 2023/24 curriculum information. Staff and faculty with School-/College-level access may amend:

- September-intake major/programme structures via [Majors in my School](#)
- Module coordinators, trimesters, status via Module List Management - [Update Module Details](#)
- Module places via Module List Management - [Update Module Places](#)
- Module descriptors via [My Modules](#)
- Vision/Values Statements and Programme Outcomes (Programme Directors only) via the [Curriculum Review and Enhancement](#) menu

Full details of timelines for the completion of edits are available on the [Curriculum Management Timelines for Schools/Colleges 2023/24](#) document on the Curriculum Team [website](#). Module Coordinators have been informed of relevant module edit [timelines](#) in a separate communication as per the email below.

Enhancements to note for 2023/24 include:

- CMS update for Option Module Lists: the introduction of a new facility to define option requirements on majors by *number of credits* to be taken (in addition to the existing facility to define requirements by number of modules to be taken)
- New Curriculum website: a redesigned [website](#) for easier navigation of support materials. It includes revised and updated [user guides](#), [checklists](#) and [video guides](#) for assistance in making changes, and a new [Common Queries](#) page.

Support and assistance is provided through:

- Your [College Liaison](#) / curriculum@ucd.ie
- Information sessions via Zoom covering module edits and School/College responsibilities scheduled for February – May, see the [Booking Centre](#) for further details
- Weekly drop-in Q&A sessions via Zoom for Module Coordinators and School/College staff. Please subscribe to this Google [calendar](#) to view time slots and links.

For assistance with queries on any of the items in this communication, please contact your [College Liaison](#) or curriculum@ucd.ie.

Kind regards

Kate Griffin
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Useful Links

[Contact your College Liaison](#)
[Curriculum Management System](#)
[Major Structures & Programme Edits / Module Edits](#)
[User Guides, Checklists & Video Guides](#)
[Curriculum Management Reports Checklist](#)
[Curriculum Management Access Roles Report](#)
[Vision/Values & Programme Outcomes](#)
[Academic Regulations](#)

Get in Touch



Curriculum Team



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