



# UCD REGISTRY

## 2024/25 Curriculum Management Update for Module Coordinators: Module Descriptors Open for Edit

**To:** Module Coordinators

**CC:** Heads of School, School Heads for 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 [My Modules](#) menu on the [Curriculum Management System](#) (CMS) is now open for changes to 2024/25 module descriptors. Please see the [Module Descriptor Edit Timelines 2024/25](#) for full details.

### Curriculum Management Changes 2024/25

The implementation of the revised [Academic Regulations](#) from September, and the continuing enhancement of the CMS will see the following functional changes in place for 2024/25:

- Regulation-related changes:
  - Changes to approval requirements for three-hour terminal examinations: may be approved by Governing Boards and recorded on the CMS where this is required for accreditation purposes
  - Expanded list of module descriptor types: updated list of module categories reflecting terminology in the Academic Regulations
- Revisions to assessment strategies and timings available for selection on the module descriptor: all module assessment details for 2024/25 have been removed as mandated by UPB so that details can be recorded according to the updated list of types and timings
- A more comprehensive Mandatory Data Checklist on module descriptors highlighting missing or inaccurate information

### Training and Support

Support and assistance is available through:

- Your [Curriculum College Liaison](#)
- Updated guides and checklists on the [Curriculum Team website](#)
- Information sessions via Zoom, highlighting changes to module edits in 2024/25, see [Booking Centre](#) for further details.
- Weekly drop-in Q&A sessions via Zoom for Module Coordinators and Schools/College staff. Please subscribe to this [Google calendar](#) to view time slots
- Full details of all regulation changes (including those of a curricular nature) are available on the [Registry intranet](#)

If you have queries on the details above, please contact your [Curriculum College Liaison](#) or [curriculum@ucd.ie](mailto:curriculum@ucd.ie).

Kind regards

Kate Griffin

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UCD Registry | Clárlann UCD

### Useful Links

[Contact your Curriculum College Liaison](#)

[Drop-in with Curriculum \(Zoom\)](#)

[Module Descriptor Edit Timelines 2024/25](#)

[Curriculum Management Guides, Checklists & Video Guides](#)

[Academic Regulations 2024/25](#)

## Get in Touch



[Curriculum Team](#)



[Tierney Building](#)

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