Creating Course Content

Getting Started

To create a Course, go to My Workbench > Create Content > Course

The Course editing interface will appear.

a. **NOTE:** The "Save" button is at the **bottom of the page.**

Before the registration period every spring and fall, faculty will be sent a list of their upcoming courses to be created on the SOA website, in order to provide students with upcoming course descriptions and if possible, syllabi.

You'll need to first log into the site to add/edit Course content. Contact Eric Hepburn if you have any issues.
Course Description

Course descriptions should give a brief overview of the course objectives and content. In some cases, a paragraph may be sufficient, but they can be as long as you would like. There are several ways to add a course description:

- Type directly in the text editor (labeled 1 in the image above). See more information here: Text Editor.
- If you already have the description in Microsoft Word, select the text in Word, then, in the Text Editor, click the "Paste from Word" button (2) to paste and retain formatting.
- If you want to reuse a course description form a previous semester, click the link to the My Courses page (4). This will open a new tab or window in your browser that shows all your previous courses imported from the old site.
Design IV

ARC 520L: 00655
DENSITY! austin

In 1900, 10% of the world’s population lived in cities. In 2006, the United Nations announced that the majority of the world’s population — almost 3.3 billion — lived in urban rather than rural areas. In 2050, it is estimated that 75% or more will live in urban areas. Today, we exist in ‘city regions’ (more than 1,000,000), ‘megacity regions’ (more than 10,000,000) and ‘metropolitan city regions’ (more still).

What does the “urban-age” city look like? How does it perform?? Can we, as architects, help reduce the environmental impact of building?

Density - as distinct from congestion promotes engagement. Interaction, made possible by proximity, is crucial and far more difficult to sustain where things are spread out across great distances...” (Alex Krieger, “The Virtues of Cities,” 1995) Density is more than units and numbers; it is a complex relationship between people and things that constitute how a city functions. Increasing density in the city may be one of the most effective approaches to sustainability.

Austin is one of the five large urban areas that makes up the I-35 Corridor, or I-35 Megalopolis. It is one of the fastest growing regions in North America. With a current population of ~824,000 in the city and ~2 million in the metro area, Austin is expected to double by 2039.

This studio will investigate and test contemporary urban issues through implementation at the following scales: urban and building design.
If you want to keep the formatting, click the "edit" link. This brings you to the course editing interface. Click "Switch to plain text editor" to see the HTML. Select all contents of the Course Description field and either go to the top of your screen, choose Edit > Copy or type Command + C (on Mac) or ctrl + C (on Windows).

Return to the window with the new course and, click "Switch to plain text editor" to see the HTML view for this course as well. Now you can paste with Edit > Paste or Command + V (on Mac) or Control + V (on Windows) and paste it into your text editor.

**Syllabus**

To upload a syllabus, click "Browse" and select the PDF from your computer. Then click "Upload".

**Administrative Details**

- To add an Instructor, begin typing the name into search box and choose the appropriate person from the list.
- To add another Instructor, first click Add another item and then enter the next name in the new search field that appears.
- Select the appropriate option in the Semester field.
- In the Instance section, enter the Course Number and Course Unique provided by the Course Scheduler.
- To add another Course Number/Unique, first click Add another item and then enter the next set of details in the new fields that appear.
Additional Documents

To add additional documents, click on the "Documents" vertical tab.
Adding Highlighted Content

- **Highlighted Content**
  - To add Highlighted Content (existing Work, Event, Headline, or Publication) to the page, begin typing any part of the title of the piece of content, then click the name from the list that appears. The blue circle in the corner of the field indicates the system is still searching; this may take a few moments.
  - Once you select the piece of content from the list, confirm that a number appears after their name. Without this number, the content will not be linked properly.

Click 'Add another item' to add additional Highlighted Content to the page and click the four-way arrow to the left of an item and drag it to the desired position to reorganize.