

A HOW-TO GUIDE FOR PROGRAM COORDINATORS INTRODUCTION TO THE PEOPLESOFT (EVOLVE) SERVICES

This document is a summary guide to assist coordinators, academic chairs, and deans in navigating the PeopleSoft (Evolve) system.

DOCUMENT INFORMATION

Document name	A How-to Guide for Program Coordinators: Introduction to the PeopleSoft (Evolve) Services
Document version number	4.0
Document version date	May 12, 2025

REVISION HISTORY

Version #	Ver. date	Revised by	Description of change
1.0	Aug. 1, 2013	David Baker	N/A
1.1	Aug. 8, 2014	David Baker	Yearly revisions -Minor instructional language changes -Language changes to screenshot descriptions -Change password process -Updated several myCampus screenshots to avoid dated material
2.0	Aug. 6, 2015	David Baker	Yearly revisions
3.0	July 25, 2018	David Baker	Yearly revisions -Updated screenshots, removed dated material
4.0	May 12, 2025	David Baker	Yearly revisions -Updated screenshots, removed dated material

RELATED DOCUMENTS

Policy/Operating Procedure	Policy/Operating Procedure Link
College Policy	3-300 Code of Conduct
Operating Procedure	OP3-300 Code of Conduct
College Policy	6-604 Electronic Information Security Policy
Operating Procedure	OP #6-604A Information Security Classification Procedure

OVERVIEW

Welcome to Fleming College!

This document outlines the functionality that faculty members are authorized to perform within the Fleming College PeopleSoft (Evolve) system. There are three systems used at Fleming College: the myCampus portal, PeopleSoft (also known as Evolve) Enterprise Resource Planning (ERP), and Desire2Learn (D2L).

myCampus:

The myCampus Portal is a one-stop shop for all services that students and faculty members will require. On the homepage, you will see Fleming News, Upcoming Events, and Important Dates as outlined in the Academic Schedule, as well as IT Service Notices for planned outages.

You can navigate through the myCampus Portal by using the menu links on the left-hand side or the tabs at the top of the page. Take a few moments to familiarize yourself with the myCampus Portal by exploring the top ribbon links, including Staff, Resources, Student Life, Registrar's Office, Service Directory, and Virtual Tour.

This Portal is also your pathway into the PeopleSoft ERP (Evolve) and Desire2Learn (D2L) systems.

FLEMING

Dashboard

Search...

Community Staff Resources Student Life Registrar's Office Services Directory

Upcoming Events All Campuses

MAY 12 **Avoiding Plagiarism Workshop**
11:00 AM — 12:00 PM
All Campuses
Library

MAY 12 **JOB FAIR- Practical Nurse and Personal Support Worker Students**
12:00 PM — 3:00 PM
All Campuses — Sutherland Campus in the (Lower Level A- Wing Corridor) — Free
Career Services

MAY 12 **Career Services Drop-in**
2:00 PM — 4:00 PM
Sutherland — C2-102.3 (inside LRC near IT desk) — FREE
Career Services

MAY 12 **Starting Strong with D2L and Term Planning**

Announcements

Unread Read

Add/Drop/Swap for Spring 2025
Friday, May 2, 2025

Are you looking to make changes to your full-time timetable for Spring 2025? Add/Drop/Swap will open Friday, May 2nd at 10:00am.

Video tutorials for assist you are available below:

- [Add A Course to your Timetable](#)
- [Drop a Course from your Timetable](#)
- [Swap Classes in your Timetable](#)
- [Adding a GNED or Program Elective](#)

If you are looking to change the time of a course in your timetable, please use the Swap function. Dropping a course using the Drop function may prevent you from being able to add a new section of the same course.

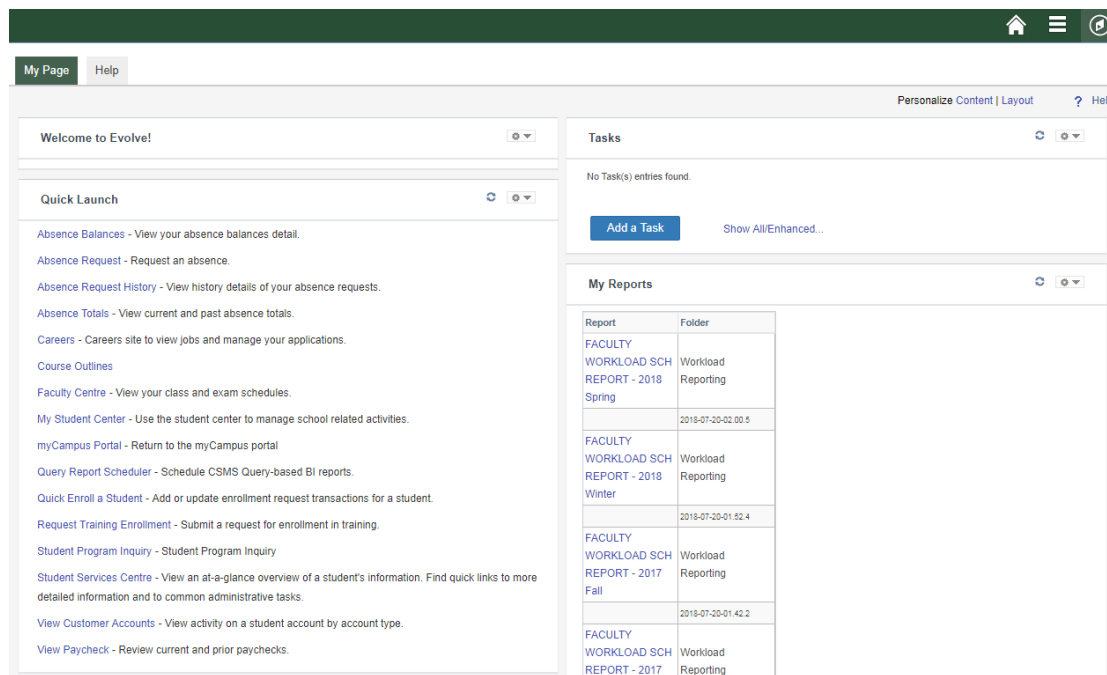
We are here to help! The Registrar's Office will be hosting drop-in sessions daily until May 16th in the LRC at Sutherland Campus from 11am-12pm and 2-3pm. For support at the Frost campus, please visit the Registrar's Office.

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[Appropriate Use](#)

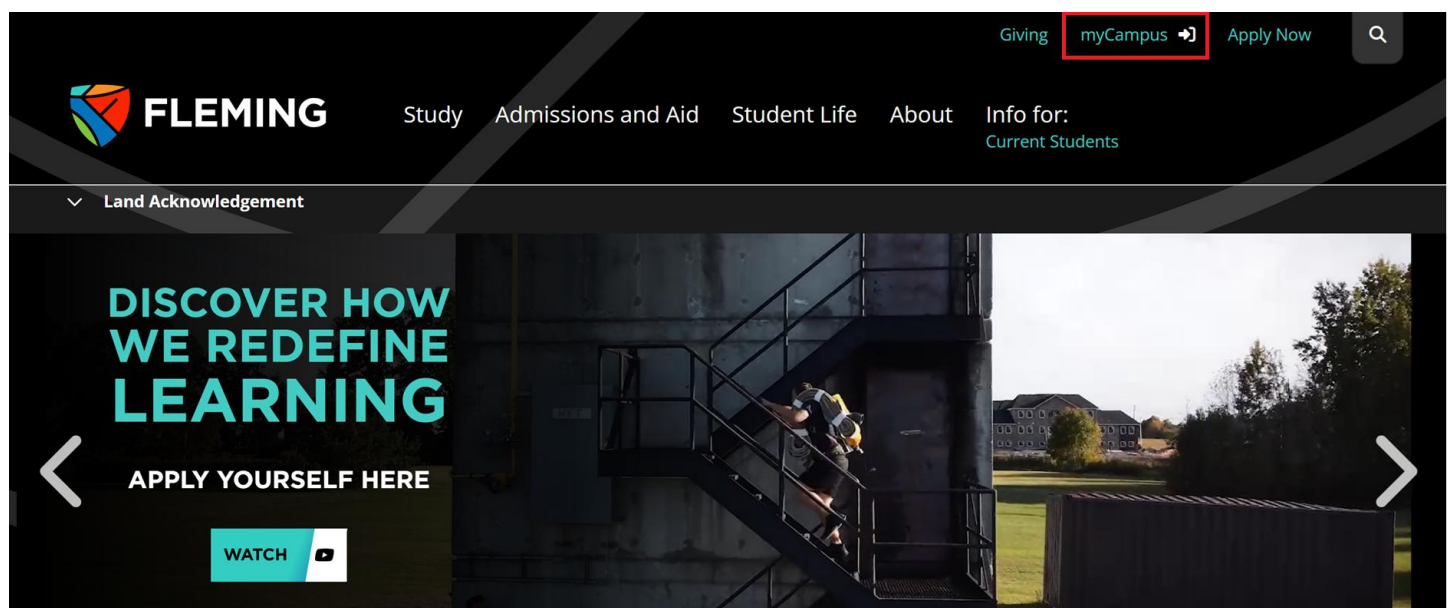
PeopleSoft (Evolve)

The PeopleSoft (Evolve) system is Fleming College's Enterprise Resource Planning (ERP) system, which controls student records and information, as well as courses, registration, grades, and other related functions. In addition to the student side, it also includes billing, payroll, human resources, and various other administrative functions.



Accessing the myCampus Portal

From the Fleming College homepage (<http://flemingcollege.ca/>), click on the "myCampus" link. Alternatively, you may go directly to the myCampus Portal using the following URL: <https://mycampus.flemingcollege.ca/>



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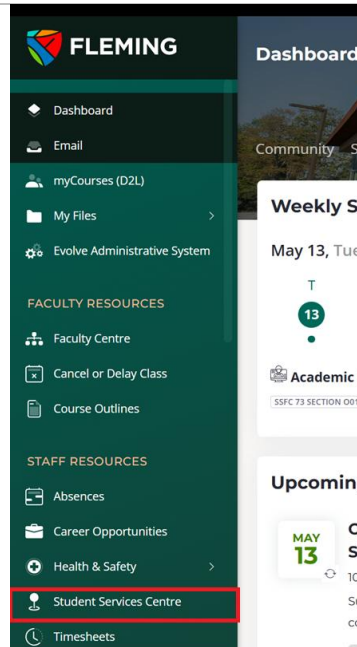
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STUDENT SERVICE CENTER - SEARCH

Step 1: Go to **Fleming College's website**
(<http://flemingcollege.ca/>).

Step 2: Log in to the **myCampus Portal**.

Step 3: Click the 'Student Services Center' button



Step 4: Define the search criteria

- ID (**optimal**); and/or
- Last Name, and/or
- First Name

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches: Choose from recent searches

ID begins with

Campus ID begins with

National ID begins with

Last Name begins with

First Name begins with

Show fewer options

☐ Case Sensitive

Search Clear

Step 5: Click the 'Search' button

Last Name begins with

First Name begins with

Show fewer options

☐ Case Sensitive

Search Clear

STUDENT SERVICE CENTER - DETAILS

The Student Service Centre contains valuable information that a coordinator may use throughout an academic term for specific interactions with their assigned students. The options as a program coordinator are

- Academic history.
- Admissions.
- Biographical.
- Finances.
- Student schedule.
- Transfer credit.

Image of the Student Service Center

Billie Jean ID 123456789

Student Center General Info Admissions Academics Finances Transfer Credit

Billie's Student Center

Academics

You are a part-time student for the Spring 2018 term.

other academic... >>

Deadlines URL

This Week's Schedule

Class	Schedule
POP101-01OL C (494)	Online

Weekly Schedule ►

Finances

My Account

Account Summary

Your Fee Notifications

other financial... >>

Personal Information

Contact Information

Home Address	Mailing Address
5225 Figueroa Mountain Road Los Olivos California 93441	None

Home Phone: 209/233.2366 Fleming Email: billie.jean@flemingcollege.ca

Go to top

Return To Search Notify

Search for Classes

Student Self Service Options

Confirmation of Enrolment
Transfer Credit Requests

Timetable Resources

Course Selection List
General Education Classes
Add/Drop/Swap Help

Financial Aid and Fee Payments

Scholarships and Bursaries
Tuition and Ancillary Fees
Fee Payments (Domestic)

Weekly Schedule

To view the student's weekly schedule, click on the **'Weekly Schedule'** button at the bottom right-hand corner of the student's 'The Week's Schedule' chart.

Academics

You are a part-time student for the Spring 2018 term.

other academic... >>

Deadlines URL

This Week's Schedule

Class	Schedule
POP101-01OL C (494)	Online

Weekly Schedule ►

STUDENT SERVICE CENTER - DETAILS

Sample of a student's schedule

<< Previous Week Week of 7/30/2018 - 8/5/2018 Next Week >>

Show Week of 07/31/2018 Start Time 7:00AM End Time 9:00PM Refresh Calendar


Schedule					
Time	Monday Jul 30	Tuesday Jul 31	Wednesday Aug 1	Thursday Aug 2	Friday Aug 3
7:00AM					
8:00AM					
9:00AM					
10:00AM					
11:00AM					
12:00PM					
1:00PM					
2:00PM					
3:00PM					
4:00PM					

View Grades – Student Center (Simple Method)

Step 1: To view the student's grades, select 'Grades' from the drop-down menu under the Academics section, and then click the '>>' button.

▼ Academics

Grades >>

 Timetables are available approximately two weeks before the start of the term.

Step 2: Select the appropriate term (2024 Fall) or select the All Terms option and then click the 'Continue' button

Select a term then select Continue.

Term	Career	Institution
<input checked="" type="radio"/> All Terms		Fleming College
<input type="radio"/> 2024 Fall	Credit	Fleming College
<input type="radio"/> 2023 Fall	Credit	Fleming College
<input type="radio"/> 2015 Fall	Non Credit	Fleming College

Cancel Continue

STUDENT SERVICE CENTER - DETAILS

An example of 'Class Grades' using the grade option through the Student Center

All Terms | All Careers | Fleming College

Change Term

Class Grades -

Official Grades

Term	Class	Description	Units	Grading	Grade	Grade Points
2015 Fall	HLTH 104	CPR/First Aid (Level C)	16.00	All Grades	P	
2023 Fall	MGMT 30	HR Mgmt Principles	56.00	All Grades	94	224.000
2024 Fall	MGMT 36	Occ Hlth & Safety	42.00	All Grades	90	168.000

[View Historical](#)

[Printer Friendly Page](#)

[Grades](#)

Cancel

To change the selected term, click the 'Change Term' button and then repeat step 2.

All Terms | All Careers | Fleming College

Change Term

Class Grades -

Official Grades

Term	Class	Description	Units	Grading	Grade	Grade Points
2015 Fall	HLTH 104	CPR/First Aid (Level C)	16.00	All Grades	P	
2023 Fall	MGMT 30	HR Mgmt Principles	56.00	All Grades	94	224.000
2024 Fall	MGMT 36	Occ Hlth & Safety	42.00	All Grades	90	168.000

[View Historical](#)

[Printer Friendly Page](#)

[Grades](#)

Cancel

View Grades – Student Center (Multiple Programs)

A Student may attempt multiple programs at the College. If a granular review is required, use the following method.

Step 1: On the main page of the Student Services Center, click the "Academics" tab.

Student Center

General Info

Admissions

Academics

Finances

Transfer Credit

David's Student Center

Academics

! In this case, the student was admitted and attempted several programs at Fleming. A review of only applicable grade information may be appropriate.

Student Center

General Info

Admissions

Academics

Finances

Transfer Credit

Institution / Career / Program

Edit Program Data

FLEMING - Fleming College
CRED - Credit
GSU - Gen Arts & Science-Univ Transf
SG - Sporting Goods Business

Program SG Sporting Goods Business
Student Career Nbr 1
Status Completed Program as of 04/28/2018
Admit Term 1169 2016 Fall
Expected Graduation 1181 2018 Winter
Approved Load Full-Time
Load Determination Base On Units
Level Determination Base On Units
Plan SG Sporting Goods Business
Requirement Term 1169 2016 Fall

STUDENT SERVICE CENTER - DETAILS

Step 2: Scroll down to the 'Term Summary' section.

Click on the desired term, for example '1169 – 2016 Fall', that requires a review. 2016 Fall is the start of the student's **Sporting Goods Business** academic program and academic history.

Term Summary

Edit Term Data

FLEMG - Fleming College

2016 Fall

Eligible to Enroll: Yes

Primary Program: SG Sporting Goods Business

Academic Standing Status: Good Standing as of 2016-12-21

Level / Load

Academic Level - Projected Sem 1

Academic Level - Term Start Sem 1

Academic Level - Term End Sem 2

Approved Academic Load Full-Time

Academic Load Full-Time

Classes

Fall 2015 is the start of the student's **General Arts & Science – University Transfer** academic program and academic history.

! The program coordinator of Gen Arts & Science - University Transfer may not be interested in the student's academic performance in the Sporting Goods Business program.

Term Summary

Edit Term Data

FLEMG - Fleming College

2015 Fall

Eligible to Enroll: Yes

Primary Program: GSU Gen Arts & Science-Univ Transf

Academic Standing Status: Good Standing as of 2015-12-22

Level / Load

Academic Level - Projected Sem 1

Academic Level - Term Start Sem 1

Academic Level - Term End Sem 2

Approved Academic Load Full-Time

Academic Load Full-Time

! This is an example of where grade information can be found under the 'Classes' section. Viewing grade information through this method displays all components of a course, including both graded and non-graded components.

Enrolled

Dropped

Wait Listed

Class	Description	Units	Grading	Grade	Status
COMM 62-C02 (1871)	Introduction to Literature (Cls/Lect)	45.00	All Grades	85	✓
COMM 62-S02 (1868)	Introduction to Literature (Seminar)		Non-Graded Component		✓
COMM 64-S02 (2940)	Writing and Composition I (Seminar)	45.00	All Grades	99	✓
COMM 64-C02 (2937)	Writing and Composition I (Cls/Lect)		Non-Graded Component		✓
HUMN 2-C02 (2684)	Introduction to Philosophy 1 (Cls/Lect)	45.00	All Grades	61	✓
HUMN 2-S02 (2681)	Introduction to Philosophy 1 (Seminar)		Non-Graded Component		✓
HUMN 4-S02 (2131)	Critical Thinking Across Disc. (Seminar)	45.00	All Grades	P	✓

BIOGRAPHICAL INFORMATION

Simplified biographical information is located under the "Student Center" tab, specifically in the "Personal Information" section.

Image of the Student Service Center –
Personal Information subsection

▼ Personal Information

Contact Information

Home Address	Mailing Address
5225 Figueroa Mountain Road	None
Los Olivos California	
93441	
Home Phone	Fleming Email
209/233.2366	billie.jean@flemingcollege.ca

Step 1: Click the "General Info" tab to
review the student's information.

Student Center **General Info** Admissions Academics Finances Transfer Credit

David's Student Center

▼ Academics

! This tab includes information about:

- Service Indicators
- Checklists
- Student Groups
- Name
- Address
- Phone
- Email.

Student Center **General Info** Admissions Academics Finances Transfer Credit

Service Indicators	Initiated Checklists	Collapse All
Student Groups	Names	
Addresses	Phones	Expand All
Email Addresses		

▶ Service Indicators	Edit Service Indicators
▶ Initiated Checklists	Review Checklist Summary
▶ Student Groups	Edit Student Groups
▶ Names	Edit Names
▶ Addresses	Edit Addresses
▶ Phones	Edit Phones
▶ Email Addresses	Edit Email Addresses

TRANSFER CREDIT

A student may have transferred from another post-secondary institution and may have received transfer credit for previous work completed.

Step 1: Click the “Transfer Credit” tab to review the student’s information.

Student Center General Info Admissions Academics Finances **Transfer Credit**

David's Student Center

Academics

Student Center General Info Admissions Academics Finances **Transfer Credit**

Course Credits

Model(1)		Statistics(2)				
Detail	Source	Career				Model Status
Detail	Laurentian University	Credit	Fleming College	Business Admin-Marketing	2017 Fall	Posted

Test Credits

No test credits found.

Other Credits

No other credits found.

[Go to top](#)

[Return to Search](#)

[Notify](#)

The applicable course information is found in the ‘**Transfer Credit Term**’ menu.

SPAD 1016EL from Laurentian University is equivalent to Fleming’s BUSN 188.

Transfer Credit Model Find | View All First 1 of 1 Last

Academic Career	CRED	Credit
Academic Institution	FLEMG	Fleming College
Model Nbr	1	
Transcript Level	Print on Official	

Target Information

Academic Program	BAA	Business Admin-Marketing	<input checked="" type="checkbox"/> Apply Agreement
Academic Plan			

Source Information

Credit Source Type	External	
External Org ID	10002314	Laurentian University
Data Source	OCAS	

Transfer Credit Term Find | View All First 1 of 1 Last

Articulation Term	1179	2017Fall	Fetch	Posted
-------------------	------	----------	-----------------------	--------

Equivalency Details

Group		Status	External Term	External Subject / Catalog Nbr		Units Taken	Grade Input	Equivalent Subject / Catlg Nbr		Units Accepted	Grade Basis	Grade	Repeat Code	Incl FA WI
1	Posted	2016 WINT	SPAD 1016EL	3.00	75	BUSN 188	3.000	P/F	75					<input checked="" type="checkbox"/>

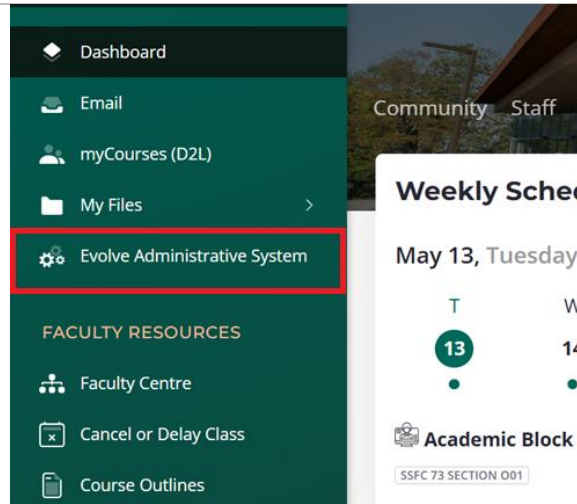
STUDENT PROGRAM INQUIRY

It is used to list students enrolled in a program, along with their contact information. Additionally, it provides a link to the Student Service Center (SSC).

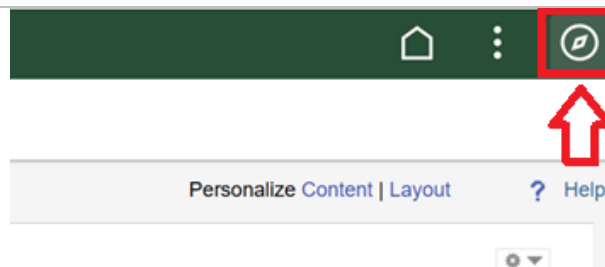
Step 1: Go to **Fleming College's website** (<http://flemingcollege.ca/>).

Step 2: Log in to the **myCampus Portal**.

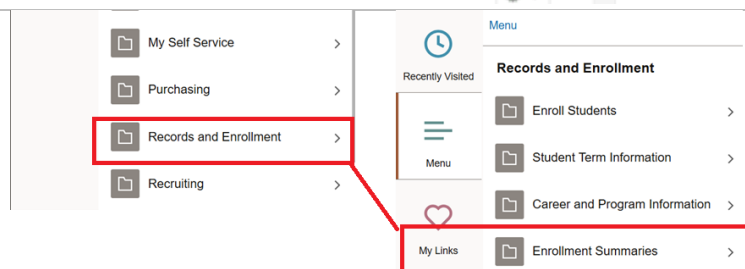
Step 3: Click the '**Evolve Administrative System**' button.



Step 4: Click the '**Navigator**' button found in the top right-hand corner of the page



Step 5: Click the "**Records and Enrollment**" link, then select the "**Enrollment Summaries**" link.



STUDENT PROGRAM INQUIRY

Step 6: Click the 'Student Program Inquiry' menu option

NavBar: Menu

Menu > Records and Enrollment

Recently Visited

Menu

My Links

Enrollment Summaries

- Registration Reports
- Enrollment Summary
- Historical Course Enrollment
- Student Program Inquiry**
- List withdrawn stds by term

Image of the Student Inquiry by Program.

Student Prog Inq

Student Inquiry by Program

Selection Criteria

☐ Registered Only? ☐ Eligible to Enroll ☐ Include Registered/Withdrawn

Academic Career Term Acad Prog Acad Org Semester

Personalize | Find | First 1 of 1 Last

SSC	Name	Enpl ID	Prog	Sem	FTPT	Start Date	Withdraw Code	Records Status	Withdraw Date	Application Status	Admit Type	Action Date	Graduation Term
1													

Define the Selection Criteria

- Enrollment filters (not required to be selected)
- Registered Only (**recommended**)
- Eligible to Enroll
- Include
- Registered/Withdrawn

Population selection

Academic Career (Credit)

Term (1259 – Fall 2025)

Academic Program (Program code – i.e. TV)

Academic Organization (Org. code – i.e. MBS)

Semester

Student Prog Inq

Student Inquiry by Program

Selection Criteria

☒ Registered Only? ☐ Eligible to Enroll ☐ Include Registered/Withdrawn

Academic Career Credit Term 1259 Acad Prog GBE Acad Org MBS Semester Sem 1

Search

Step 7: Click the 'Search' button once the search criteria are correctly set

Student Prog Inq

Student Inquiry by Program

Selection Criteria

☒ Registered Only? ☐ Eligible to Enroll ☐ Include Registered/Withdrawn

Academic Career Credit Term 1259 Acad Prog GBE Acad Org MBS Semester Sem 1

Search



Results of the Student Inquiry by Program.

Personalize | Find | First 1-76 of 76 Last

Program Data	Contact Info	SSC	Name	Enpl ID	Prog	Sem	FTPT	Start Date	Withdraw Code	Records Status	Withdraw Date	Application Status	Admit Type	Action Date	Graduation Term
1				10	GBE	Sem 1	Full-Time	09/03/2024	Active	Active				07/11/2024	
2				10	GBE	Sem 1	Full-Time	09/03/2024	Active	Active				08/28/2024	
3				10	GBE	Sem 1	Full-Time	09/03/2024	Active	Active				07/11/2024	
4				10	GBE	Sem 1	Full-Time	09/03/2024	Active	Active				07/24/2024	

STUDENT PROGRAM INQUIRY

If required, the program coordinator can link directly to the Student Service Center (SSC) by clicking the '**man**' in the SSC column.

Program Data		Contact Info	
SSC	Name		
1 			

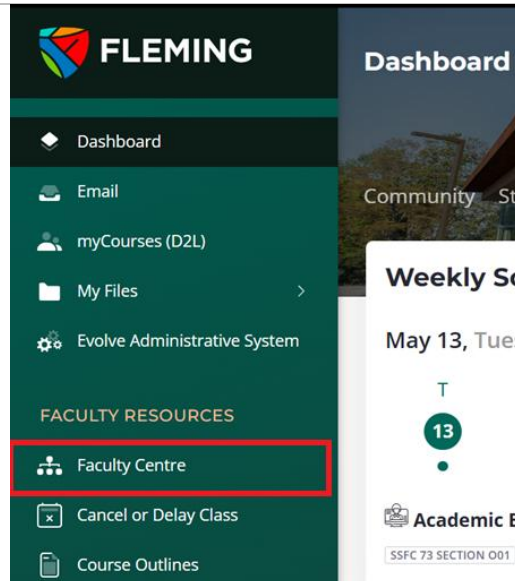
PROGRAM DISTRIBUTION LIST

It is used to generate a list of students enrolled in a program, along with their contact information. Additionally, the list includes a link to the Student Service Center (SSC).

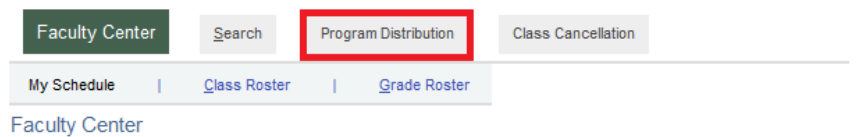
Step 1: Go to **Fleming College's website** (<http://flemingcollege.ca/>).

Step 2: Log in to the **myCampus Portal**.

Step 3: Click the '**Faculty Center**' button.



Step 4: Click the '**Program Distribution**' tab option.



Step 5: Define the selection criteria

- Academic Program (e.g. TV – Tourism and Travel)
- Term (e.g. 1179 – Fall 2017)
- Academic Level - Semester 1

Program Distribution Lists

[Faculty Center](#)

*Academic Program: Tourism and Global Travel

*Term:

Academic Level:

☐ Email Addresses Only

Step 6: Click the '**Go**' button

Program Distribution Lists

*Academic Program:

*Term:

Academic Level:

☐ Email Addresses Only

PROGRAM DISTRIBUTION LIST

Example of the Program Distribution List results

Program Distribution Lists

[Faculty Center](#)

[Search Again](#)




Academic Program: TV Tourism and Global Travel

Term: 1179 2017 Fall

Academic Level - Semester 1

Email Only

Term Start:

Personalize Find 			First 	1-20 of 20	Last 
Empl ID	Name	Email Address			
1 100	Jackson, Mike	@flemingcollege.ca			
2 101	Kutcher, Ashton	@flemingcollege.ca			
3 101	Hudson, Katy	@flemingcollege.ca			

MASTER ACADEMIC PLANNING SYSTEM (MAPS)

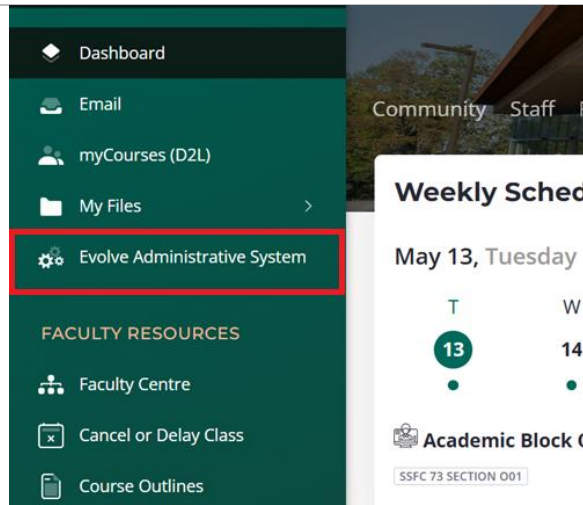
The Master Academic Planning System (MAPS) is used by the Academic Operations (AO) department to set up courses and programs, issue contracts, and generate Standard Workload Forms (SWFs). Coordinators have limited access, restricted to curriculum-related menu options only.

- MAPS – AQ
- MAPS – Program of Study
- MAPS - Reports

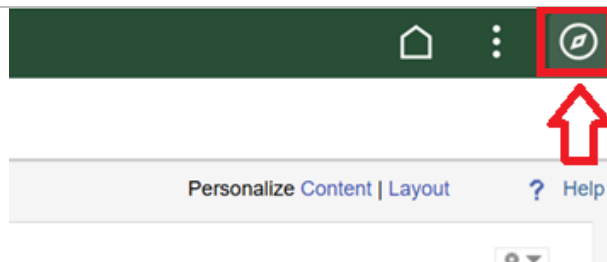
Step 1: Go to **Fleming College's website** (<http://flemingcollege.ca/>).

Step 2: Log in to the **myCampus Portal**.

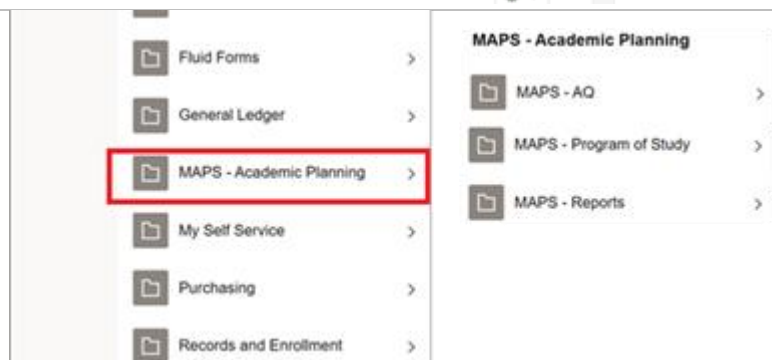
Step 3: Click the '**Evolve Administrative System**' button.



Step 4: Click the '**Navigator**' button found in the top right-hand corner of the page



Step 5: Click the '**MAPS – Academic Planning**' link



MASTER ACADEMIC PLANNING SYSTEM (MAPS) – ACADEMIC QUALITY

MAPS – AQ (Academic Quality)

Program Delivery Information (PDI). The table indicates the number of hours that a student is required to spend in each instructional setting in each semester or level of this program. All hours in all instructional settings are to be noted. This information is part of the funding approval process for the Programs of Instruction Procedures. Any issues with information found here should be brought to the Academic Quality (AQ) department.

Step 1: Click the ‘**MAPS – AQ**’ link and then the ‘**Program Delivery Information**’ link

[Menu](#) > [MAPS - Academic Planning](#)

MAPS - AQ



Program Delivery Information

Step 2: Define the selection criteria

- Academic Program

Do not enter a value into the effective term field.

Population selection
Academic Program (BHC)

Program Delivery Info

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all value

Recent Searches

Academic Institution FLEMG

Academic Program BHC

Effective Term

Show fewer options

Search

Clear

Save Search

Step 3: Click the ‘**Search**’ button.

Program Delivery Info

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all value

Recent Searches

Academic Institution FLEMG

Academic Program BHC

Effective Term

Show fewer options

Search

Clear

Save Search

Step 4: Select the PDI that records to be reviewed by clicking on any item within the row.

Note: PDIs are set and remain effective until they are changed or updated. In the screenshot, the BHC has two PDIs, 1179 was effective from Fall 2017 until Fall 2021

Example of the PDI results keyed by the Academic Quality (AQ) department.

Search Results

2 results Academic Institution "FLEMG", Academic Program "BHC"

View All First 1-2 of 2 Last		
Academic Program	Effective Term	
BHC	1179	>
BHC	1219	>

Program Delivery Information

Effective Term 1219

Academic Program BHC Business - Human Resources

Diploma Description Business - Human Resources

Transcript Description Business - Human Resources

Credential Ontario College Diploma

PDI Type Official Date Entered 12/16/2022 10:14:01AM

Academic Level	Instructional Setting	Program Delivery Hours
Semester 1	CLASSROOM INSTRUCTION	225.00
Semester 1	INDEPENDENT LEARNING	15.00
Semester 1	LABORATORY/WORKSHOP/FIELDWORK	45.00
Semester 2	CLASSROOM INSTRUCTION	255.00
Semester 2	LABORATORY/WORKSHOP/FIELDWORK	15.00
Semester 3	CLASSROOM INSTRUCTION	285.00
Semester 4	CLASSROOM INSTRUCTION	90.00
Semester 4	FIELD PLACEMENT/WORK PLACEMENT	315.00

Total Hours	Instructional Setting	Program Delivery Hours
	CLASSROOM INSTRUCTION	855.00
	FIELD PLACEMENT/WORK PLACEMENT	315.00
	INDEPENDENT LEARNING	15.00
	LABORATORY/WORKSHOP/FIELDWORK	60.00

Step 5: Click the 'Attachments' tab to review any applicable documents, such as the program's funding application.

Click the 'View Attachment' button to download the document.

Attachments

Effective Term 1219

Academic Program BHC Business - Human Resources

Diploma Description Business - Human Resources

Transcript Description Business - Human Resources

Credential Ontario College Diploma

PDI Type Official Date Entered 12/16/2022 10:14:01AM

Attachment Sequence Number	Attached File	Notes
1	BHC_-_MCU_Funding_Application_-_Fall_2021.pdf	

Delete Attachment View Attachment

MASTER ACADEMIC PLANNING SYSTEM (MAPS) – PROGRAM OF STUDY

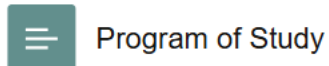
Program of Study

Basic information includes program details, term, campus location, and academic level (semester). This information is used throughout the College for various academic and administrative purposes.

Step 1: Click the 'MAPS – Program of Study' link and then the 'Program of Study' link

[Menu](#) > [MAPS - Academic Planning](#)

MAPS - Program of Study



Step 2: Define the selection criteria

- Academic Program
- Term (Refer to the delivery term)

Population selection
Academic Program (BHC)
Term (1229)

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Academic Institution FLEMG

Academic Program BHC

Academic Plan

Campus

Academic Level

Term 1229

[Show fewer options](#)

[Search](#)

[Clear](#)

Save Search

Step 3: Click the 'Search' button.

Find an Existing Value

Search Criteria

Enter any information you have and click Search. Leave fields blank for a list of all values.

Recent Searches

Academic Institution FLEMG

Academic Program BHC

Academic Plan

Campus

Academic Level

Term 1229

[Show fewer options](#)

[Search](#)

[Clear](#)

Save Search

Step 4: Select the record that requires review by clicking on any item within the row.

Note: The record Sem 3 1229 refers to the delivery in Semester 3, Term 1229, for the BHC program. It does not refer to the cohort year.

Example of the Program of Study results.

Search Results					
2 results Academic Institution "FLEMG", Academic Program "BHC" +1 more					
View All First 1-2 of 2 Last					
Academic Program	Academic Plan	Campus	Academic Level	Term	
BHC	BHC	1	Sem 1	1229	>
BHC	BHC	1	Sem 3	1229	>

Program of Study	Courses	Components
------------------	---------	------------

Academic Institution: FLEMG

Academic Program: BHC Business - Human Resources

Academic Plan: BHC Business - Human Resources

Campus: 1 Sutherland Campus

Academic Level: 3

Term: 1229 2022 Fall

Program of Study Details

GenEd Course List: Number Required: Start Date: 09/06/2022

Curriculum Start Term: 1219 2021 Fall Co-Op Indicator: ☐ End Date: 12/16/2022

Delivery: Hybrid Indigenous Perspectives: ☐ Part Time: ☐

Program Intake - Entry Level: ☐

Designation Comments: Do not schedule classes beyond 5:00pm on Wednesdays.

Calendar Footnotes:

Step 5: Click the 'Courses' tab to view the courses that are part of the semester delivery.

Program of Study	Courses	Components
------------------	---------	------------

Academic Institution: FLEMG

Academic Program: BHC Business - Human Resources

Academic Plan: BHC Business - Human Resources

Campus: 1 Sutherland Campus

Academic Level: 3

Term: 1229 2022 Fall

Program of Study Courses Personalize | Find | First 1-15 of 15 Last

Course ID	Description	Maximum Units	Group-By Number	Sequence Number	Required	Course Category	Special Class
1 006565	Macroeconomics (BUSN - 13)	45.00	20	1	1	Mandated Gen Ed	
2 006573	Org Theory/Struct/Dn (BUSN - 21)	45.00	1	1	1	Mandatory	
3 007245	Anthropology (GNED - 3)	45.00	70	7	1	Gen Ed Elective	Hybrid
4 007271	Nature and Culture (GNED - 29)	45.00	70	1	1	Gen Ed Elective	Web
5 007736	Social Psychology (SOCI - 59)	45.00	70	6	1	Gen Ed Elective	Web
6 008185	Virtual Culture (GNED - 41)	45.00	70	2	1	Gen Ed Elective	Web
7 008188	Music and Society (GNED - 44)	45.00	70	9	1	Gen Ed Elective	Hybrid
8 008792	Occ Health & Safety (MGMT - 15)	45.00	4	1	1	Mandatory	
9 008794	Recruitment&Select (MGMT - 17)	45.00	3	1	1	Mandatory	
10 008797	Payroll Administration (MGMT - 20)	45.00	2	1	1	Mandatory	
11 015167	Food, Booze and Culture (GNED - 122)	45.00	70	10	1	Gen Ed Elective	Hybrid
12 015168	Crime & Deviance- Mod Society (GNED - 123)	45.00	70	3	1	Gen Ed Elective	Web
13 016283	Sport and Society (GNED - 153)	45.00	70	4	1	Gen Ed Elective	Web
14 016627	Disobedience (GNED - 159)	45.00	70	11	1	Gen Ed Elective	Hybrid
15 017010	Sustainability and You (GNED - 166)	45.00	70	5	1	Gen Ed Elective	Web

Total Program	Mandatory	Mand Gen Ed	Math Stream	Comm Stream	Gen Ed Elective	Gen Ed Math Elective 2	Choice Delv	Prgm Elective	Prgm Elective 1	Prgm Elective 2	Prgm Elective 3	Optional	Upgrading
1	270.00	180.00	45.00		45.00								

MASTER ACADEMIC PLANNING SYSTEM (MAPS) - REPORTS



Reports

This section provides access to reports for generic delivery information. These reports are predefined queries and can be viewed online or exported as an Excel file.

Step 1: Click the '**MAPS-Reports**' link.

Menu > [MAPS - Academic Planning](#)

MAPS - Reports




-  Program and Courses >
-  Find Course in Program & Level
-  Tech supported & GLHs

Find Course in Program & Level (FC_POS_FIND_CRIS)

Find which program(s) and level(s) offer a course.

Menu > [MAPS - Academic Planning](#)

MAPS - Reports

-  Program and Courses >
-  Find Course in Program & Level
-  Tech supported & GLHs

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Subject**
- **Catalog**
- Term

Population selection

Subject (BUSN)

Catalog (13)

Term (null)

FC_POS_FIND_CRIS - Find Course in Program & Level

Subject 
Catalog

=>Term (Optional) 

[View Results](#)

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (33 kb)

MASTER ACADEMIC PLANNING SYSTEM (MAPS) - REPORTS

Step 3: Click the 'View Results' button

FC_POS_FIND_CRS - Find Course in Program & Level

Subject

Catalog

=>Term (Optional)

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (33 kb)

Example of the Find Course in Program & Level query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the "Excel Spreadsheet" link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.

FC_POS_FIND_CRS - Find Course in Program & Level

Subject

Catalog

=>Term (Optional)

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (33 kb)

View All

First 1-100 of 187 Last

Row	Term	Subject	Catalog	Course ID	Acad Prog	Acad Plan	Program/Plan Name	Acad Level	Category
1	1281	BUSN	13	006565	BNT	BNT	Business-Toronto	3	GNED
2	1279	BUSN	13	006565	BAC	BAC	Business - Accounting	3	MAND
3	1279	BUSN	13	006565	BNT	BNT	Business-Toronto	3	GNED
4	1279	BUSN	13	006565	GBE	GBE	Business	3	GNED
5	1275	BUSN	13	006565	BNT	BNT	Business-Toronto	3	GNED
6	1271	BUSN	13	006565	BNT	BNT	Business-Toronto	3	GNED
7	1269	BUSN	13	006565	BAC	BAC	Business - Accounting	3	MAND
8	1269	BUSN	13	006565	BNT	BNT	Business-Toronto	3	GNED
9	1269	BUSN	13	006565	GBE	GBE	Business	3	GNED
10	1265	BUSN	13	006565	BNT	BNT	Business-Toronto	3	GNED
11	1261	BUSN	13	006565	BNT	BNT	Business-Toronto	3	GNED


Tech Supported & GLDHs (FC_TECHSUPPGLH)


Tech-supported components and GLHs.

Menu > MAPS - Academic Planning

MAPS - Reports

 Program and Courses >

 Find Course in Program & Level

 **Tech supported & GLHs**

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- Term**
- Institution (FLEMG)**
- Campus**

Population selection

Term (1239)

Institution (FLEMG)

FC_TECHSUPPGLH - Tech Supported & GLHs

*Term

*Institution

*Campus

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (74 kb)

MASTER ACADEMIC PLANNING SYSTEM (MAPS) - REPORTS

Step 3: Click the 'View Results' button

FC_TECHSUPPGLH - Tech Supported & GLHs

*Term

*Institution

*Campus

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (74 kb)

Example of the Tech Supported & GLH courses query.

FC_TECHSUPPGLH - Tech Supported & GLHs

*Term

*Institution

*Campus

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (74 kb)

View All

First 1-66 of 66 Last

Row	Term	Campus	Acad Org	Course ID	Subject Catalog	Long Title	Deliv Pattern	Comments	# of Sections	Group
1	1239/4		HALIBURTON	006130	ARTS 7	Applied Design	1 week	1239: Week 10	1	ABS
2	1239/4		HALIBURTON	008651	ARTS 444	Fibre Arts - History	1 week	1239: Week 5	1	FAH
3	1239/4		HALIBURTON	008657	ARTS 450	Fibre Arts Science	1 week		1	FAH
4	1239/4		HALIBURTON	009140	ARTS 633	History of Photography	1 week	1239: Week 3	1	PHA
5	1239/4		HALIBURTON	009141	ARTS 634	Photo Arts - Historical Process Studio	1 week	1239: Week 5	1	PHA
6	1239/4		HALIBURTON	009142	ARTS 635	Photo Arts - Black & White I	1 week	1239: Week 1	1	PHA
7	1239/4		HALIBURTON	009143	ARTS 636	Photo Arts - Black & White II	1 week	1239: Week 2	1	PHA
8	1239/4		HALIBURTON	009144	ARTS 637	Photo Arts - Black & White III	1 week	1239: Week 7	1	PHA

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

REPORTS – PROGRAM AND COURSES

This section provides access to reports that are specific to Program and Course information. These reports are either predefined queries or presented using BI Publisher. They can be viewed online or exported as an Excel file.

Step 1: Click the **'MAPS-Reports'** link and then the **'Program and Courses'** link

Menu > MAPS - Academic Planning

MAPS - Reports



Program and Courses



Find Course in Program & Level



Tech supported & GLHs

The menu options available in the Program and Courses folder.

Program and Courses



BI Reports



Course Offering by Term (POS)



Course Offering by Term CL



Crse Loading Section Attribute



Curriculum Crse Details



Dual Credit Courses&Components



Lists Crse Reqs by Program



POS - Current Curriculum



POS by Curriculum Version



Program Delivery Review



Program with Comments



Programs offered during term



Reverse Lookup for Co/PreReqs

Course Offering by Term (POS) (FC_CRSEDURINGTERM_POS)

Courses within the Program of Study for a specific (prompted) term

Program and Courses



BI Reports



Course Offering by Term (POS)



Course Offering by Term CL

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Term**
- **Acad Org – Optional**

Population selection

Term (1249)

Acad Org (SKTR)

FC_CRSEDURINGTERM_POS - Course Offering by Term (POS)

*Term 1249



Acad Org (Optional) SKTR



View Results

Step 3: Click the 'View Results' button

FC_CRSEDURINGTERM_POS - Course Offering by Term (POS)

*Term 1249



Acad Org (Optional) SKTR



View Results

Example of the Course Offering by Term (POS) query

FC_CRSEDURINGTERM_POS - Course Offering by Term (POS)

*Term 1249



Acad Org (Optional) SKTR



View Results

Download results in Excel Spreadsheet CSV Text File XML File (81 kb)

View All

First 1-100 of 247 | Last

Row	Term	Campus	Acad Org	Course ID	Subject	Catalog	Long Title	Acad Prog	Acad Level	Category
1	1249	1	SKTR	016481	APST	164	Applied Project I (MTY)	MTY	2	MAND
2	1249	1	SKTR	016479	AUTM	71	Machine Design for Robotics	MTY	1	MAND
3	1249	1	SKTR	016485	AUTM	72	Electro Pneumatic	MTY	2	MAND
4	1249	1	SKTR	006625	CNST	1	ICI Construction	AGA	1	MAND
5	1249	1	SKTR	006626	CNST	2	Estimating, Calculations and Layout II	AGI	1	MAND
6	1249	1	SKTR	006627	CNST	3	Estimating, Calculations and Layout I	AGB	1	MAND
7	1249	1	SKTR	006627	CNST	3	Estimating, Calculations and Layout I	CB2	1	MAND
8	1249	1	SKTR	006628	CNST	4	Estimating, Calculations and Layout III	AGA	1	MAND
9	1249	1	SKTR	006629	CNST	5	Plans, Specifications and Codes I	AGB	1	MAND
10	1249	1	SKTR	006629	CNST	5	Plans, Specifications and Codes I	CB2	1	MAND

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.

Course Offering by Term CL (FC_CRSEDURINGTERM_CL)

Courses within Course Loading for the prompted term

Program and Courses



BI Reports



Course Offering by Term (POS)



Course Offering by Term CL

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Term**
- **Acad Org – Optional**

Population selection

Term (1249)

Acad Org (SKTR)

FC_CRSEDURINGTERM_CL - Course Offering by Term CL

*Term 1249



Acad Org SKTR



View Results

Step 3: Click the 'View Results' button

FC_CRSEDURINGTERM_CL - Course Offering by Term CL

*Term 1249



Acad Org SKTR



View Results

Example of the Course Offering by Term (CL) query

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.

FC_CRSEDURINGTERM_CL - Course Offering by Term CL

*Term 1249



Acad Org SKTR



View Results

Download results in **Excel Spreadsheet** CSV Text File XML File (359 kb)





View All

First 1-100 of 792 Last

Row	Term	Acad Org	Long Title	Subject	Catalog	Course ID	Group	Campus	Special Class	Section Attr	Section	Delivery Id
1	1249	SKTR	Advanced Controls	MECH	219	013963	HVT3	1		TimeRoom	C01	0011
2	1249	SKTR	Advanced Controls	MECH	219	013963	HVT3	1		TimeRoom	L01	0011
3	1249	SKTR	Air Handling	MECH	218	013962	HVT3	1		TimeRoom	C01	0011
4	1249	SKTR	Air Handling	MECH	218	013962	HVT3	1		TimeRoom	L01	0011
5	1249	SKTR	Applied Tools and Piping Methods I	MECH	201	013916	DC HOLY CROSS	1	SCWI	TimeRoom	L103	0011
6	1249	SKTR	Applied Tools and Piping Methods I	MECH	201	013916	DC HOLY CROSS	1	SCWI	TimeRoom	L103	0012
7	1249	SKTR	Applied Tools and Piping Methods I	MECH	201	013916	DC KPR SWAC	1	SCWI	TimeRoom	L104	0011
8	1249	SKTR	Applied Tools and Piping Methods I	MECH	201	013916	DC PVN SWAC	1	SCWI	TimeRoom	L102	0011
9	1249	SKTR	Applied Tools and Piping Methods I	MECH	201	013916	PLM1	1		TimeRoom	L01	0011

Crse Loading Section Attribute (FC_CRSE_LOAD_SECTION_ATTRIB)

Course Loading Section Attributes for a term/academic organization.

-  Course Offering by Term (POS)
-  Course Offering by Term CL
-  **Crse Loading Section Attribute**
-  Curriculum Crse Details

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are **bolded**.


- **Term - Optional**
- Acad Org – *Optional*


Population selection

Term (1259)

Acad Org (*null*)

FC_CRSE_LOAD_SECTION_ATTRIB - Crse Loading Section Attribute


Optional: Term 


Optional: Acad Org 

[View Results](#)

Step 3: Click the 'View Results' button

FC_CRSE_LOAD_SECTION_ATTRIB - Crse Loading Section Attribute

Optional: Term 

Optional: Acad Org 

[View Results](#)

Example of the Course Loading Section Attribute query

Red Box: Exporting Results to Excel


To download the results in Excel format:


- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.


FC_CRSE_LOAD_SECTION_ATTRIB - Crse Loading Section Attribute

Optional: Term 

Optional: Acad Org 

[View Results](#)

Download results in: [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (294 kb)

View All First 1-100 of 1067  Last

Row	Term	Acad Org	Acad Group	Course ID	Subject	Catalog	Subject/Catalog	Descr	Location	Section Attr
1	1259	HALIBURTON	HALIB	015801	APST	145	APST 145	Independent Project	OFFSITE	Unsched
2	1259	HALIBURTON	HALIB	008951	ARTS	444	ARTS 444	Fibre Arts - History	HALIBURTON	TimeRoom
3	1259	HALIBURTON	HALIB	008951	ARTS	444	ARTS 444	Fibre Arts - History	HALIBURTON	Unsched
4	1259	HALIBURTON	HALIB	008957	ARTS	450	ARTS 450	Fibre Arts Science	HALIBURTON	Unsched
5	1259	HALIBURTON	HALIB	008957	ARTS	450	ARTS 450	Fibre Arts Science	HALIBURTON	TimeRoom
6	1259	HALIBURTON	HALIB	012040	ARTS	956	ARTS 956	Art History - Recent Century	HALIBURTON	TimeRoom
7	1259	HALIBURTON	HALIB	012041	ARTS	957	ARTS 957	Contemporary Art Investigation	HALIBURTON	TimeRoom
8	1259	HALIBURTON	HALIB	012043	ARTS	959	ARTS 959	3D Design - Studio	HALIBURTON	TimeRoom
9	1259	HALIBURTON	HALIB	012044	ARTS	960	ARTS 960	Design I	HALIBURTON	TimeRoom
10	1259	HALIBURTON	HALIB	012045	ARTS	961	ARTS 961	Drawing Disciplines	HALIBURTON	TimeRoom
11	1259	HALIBURTON	HALIB	012046	ARTS	962	ARTS 962	Media Explorations I	HALIBURTON	TimeRoom
12	1259	HALIBURTON	HALIB	012049	ARTS	963	ARTS 963	Digital Media	HALIBURTON	TimeRoom

Course Loading Report - Curriculum Course Details.


- **Term**
- Institution - FLEMG
- **Acad Org**


Population selection
Term (1259)
Institution (FLEMG)
Acad Org (SKTR)


Step 3: Click the 'View Results' button

- Crse Loading Section Attribute
- Curriculum Crse Details
- Dual Credit Courses&Components

FC CL CRSE DETAILS - Curriculum Crse Details




*Term 

*Institution 

*Acad Org 

[View Results](#)

FC CL CRSE DETAILS - Curriculum Crse Details

*Term 
*Institution 
*Acad Org 
View Results

Example of the Curriculum Crse Details query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **“Excel Spreadsheet”** link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.

Item - 1249

Specification FCL005

Material On 19/07

View Results

Download results as

Excel spreadsheet

CSV Text File

XML File

PDF (2019-06)

view all

Page 1-108 of 622 (2) Last

Item Acct	Currency Org	Contract ID	Item	Component Subject	Catalog	Long Title	Section Title	Combined Sect	Section Component	Assoc.	Delivery Meth	Location	Dates Period	Contact Hours	Comp. Hours	Cap. Hours	Financial Budget	Sessions	Start Date	End Date	Mode	Group	Special Class	Restricted?	Comments	Requirements	Prerequisite	EPR Date	URL Back	
1	3KTR	098625	1246	1	CNST	1	ICI Construction	TimeRoom	6	CST	C	1 0811 KTTIC	2-4 hr Sec. 1 2 hr 2 hr 1 hr 1 hr 1 hr 1 hr 1 hr	951	4,000	0.00	30	AP3	19/12/2024	12/13/2024	P	ASA	OCT2024		Lecture SEM open, SS&H 1 4 hr lec Monday evening, 5-2 hr lec Friday (evenings) Lab, Lecture 4 Chapters 1 Lab in afternoon → 25x1 Lec. 21-26x1 Lec's each 4x5-2 lec.	Lecture SEM open, SS&H 1 4 hr lec Monday evening, 5-2 hr lec Friday (evenings) Lab, Lecture 4 Chapters 1 Lab in afternoon → 25x1 Lec. 21-26x1 Lec's each 4x5-2 lec.				
2	3KTR	098625	1246	1	CNST	1	ICI Construction	TimeRoom	6	CST	C	1 0812 KTTIC	2-4 hr Sec. 1 2 hr 2 hr 1 hr 1 hr 1 hr 1 hr 1 hr	951	4,000	0.00	30	AP3	19/12/2024	12/13/2024	P	ASA	OCT2024							

Dual Credit Courses & Components (FC_DUAL_CREDIT_CRSES_DC)

Dual Credit courses for the selected term, as entered in Course Loading.



Crse Loading Section Attribute



Curriculum Crse Details



Dual Credit Courses&Components



Lists Crse Reqs by Program

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Term**

Population selection
Term (1259)

FC_DUAL_CREDIT_CRSES_DC - Dual Credit Crses & Components

*Term 1259

View Results

Step 3: Click the 'View Results' button

FC_DUAL_CREDIT_CRSES_DC - Dual Credit Crses & Components

*Term 1259

View Results

Example of the Dual Credit Crses & Components query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

FC_DUAL_CREDIT_CRSES_DC - Dual Credit Crses & Components

*Term 1259

View Results

Download results in **Excel Spreadsheet** CSV Text File XML File (54 kb)

View All

First 1-41 of 41 Last

Row	Term	Acad Org	Location	Course ID	Subject Catalog	Long Title	Section Campus	Session	High School	Special Classes	Section Attr.	Start Date	End Date	Comments	Deliv Pattern
1	1259	IDS	OFFSITE	015773	COMM/201	Communications I	100	1	DC ST. STEPHEN	School College Work Initiative	TimeOff	09/15/2025	12/19/2025	DC at St. Stephen. 15-Sep-2025 to 19-Dec-2025.	1-1 hr sem, 1-2 hr sem
2	1259	IDS	OFFSITE	015773	COMM/201	Communications I	160	2	DC ST. THOMAS	School College Work Initiative	TimeOff	09/15/2025	12/19/2025	DC at St. Thomas. 15-Sep-2025 to 19-Dec-2025.	1-1 hr sem, 1-2 hr sem
3	1259	IDS	OFFSITE	008188	GNED/44	Music and Society	150	4	DC HALL HIGH	School College Work Initiative	TimeOff	09/15/2025	12/19/2025	DC at Hall High. 15-Sep-2025 to 19-Dec-2025.	1-3 hr sem
4	1259	IHA	OFFSITE	011345	COSM/3	Manicure	101	1	DC CCI	School College Work Initiative	TimeOff	09/15/2025	12/19/2025	DC at CCI. 15-Sep-2025 to 19-Dec-2025.	1-1 hr lab, 1-2 hr lab

List Crse Reqs by Program (FC_REQUISITES_BY_PRGM)

Requisite Listing by Program, including service courses.

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Term (Equal to or greater than)**
- Acad Org – *Optional*
- **Acad Prog – *Optional***
- Crses - %

Population selection

Term (1249)

Acad Org (null)

Acad Prog (BTF)

Crses (%)

Step 3: Click the 'View Results' button

Example of the Lists Crses Reqs by Program query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.

Dual Credit Courses&Components

Lists Crse Reqs by Program

POS - Current Curriculum

FC_REQUISITES_BY_PRGM - Lists Crse Reqs by Program

*Term => 1249

Acad Org (Optional)

Acad Prog (Optional) BTF

Crses (Prgm-P; Serv-S; All-%) %

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (249 kb)

FC_REQUISITES_BY_PRGM - Lists Crse Reqs by Program

*Term => 1249

Acad Org (Optional)

Acad Prog (Optional) BTF

Crses (Prgm-P; Serv-S; All-%) %

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (249 kb)

FC_REQUISITES_BY_PRGM - Lists Crse Reqs by Program

*Term => 1249

Acad Org (Optional)

Acad Prog (Optional) BTF

Crses (Prgm-P; Serv-S; All-%) %

View Results




Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (249 kb)

View All

Row	Term	Acad Org	Acad Prog	Acad Plan	Acad Level	Prgm (P) or Serv (S) Crse	Subject Catalog	Course ID	Rq Group	Status	Eff Date	Descr	Rqs Typ	Subject Catalog	Course ID	Req Crse Belongs To	Recomm	Cr Lc	
1	1249	IHA	BTF	BTF	3	P	AUTM	68	012541	001696	A	07/01/2021	AUTM68 PRE=COMP222 + SCIE93	PRE	COMP	222	009517	IHA	
2	1249	IHA	BTF	BTF	3	P	AUTM	68	012541	001696	A	07/01/2021	AUTM68 PRE=COMP222 + SCIE93	PRE	SCIE	93	008597	IHA	
3	1249	IHA	BTF	BTF	3	P	BUSN	56	006608	002587	A	07/01/2024	BUSN56 PRE = COMP580 + SCIE90 + SCIE172	PRE	COMP	580	016312	IHA	
4	1249	IHA	BTF	BTF	3	P	BUSN	56	006608	002587	A	07/01/2024	BUSN56 PRE = COMP580 + SCIE90 + SCIE172	PRE	SCIE	90	008594	IHA	
5	1249	IHA	BTF	BTF	3	P	BUSN	56	006608	002587	A	07/01/2024	BUSN56 PRE = COMP580 + SCIE90 + SCIE172	PRE	SCIE	172	016310	IHA	
6	1249	IHA	BTF	BTF	3	P	SCIE	91	008595	000638	A	08/01/2006	SCIE91 PRE=SCIE90	PRE	SCIE	90	008594	IHA	
7	1249	IHA	BTF	BTF	3	P	SCIE	94	008599	001955	A	03/01/2013	SCIE94 PRE = SCIE10	PRE	SCIE	10	008521	IHA	
8	1249	IHA	BTF	BTF	3	P	SCIE	95	008599	000610	A	07/01/2024	SCIE95 PRE = SCIE10 + SCIE90	PRE	SCIE	10	008521	IHA	

POS – Current Curriculum (FC_POS_CURRENT)

Query for curriculum offered within Program of Study - prompted term only

-  Lists Crse Reqs by Program
-  **POS - Current Curriculum**
-  POS by Curriculum Version
-  Program Delivery Review

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Delivery Term**
- Acad Org – *Optional*
- **Acad Prog – *Optional***
- Acad Plan - *Optional*

Population selection

Term (1249)

Acad Org (null)

Acad Prog (GBE)

Acad Plan (null)

FC_POS_CURRENT - POS - Current Curriculum

***Delivery Term** 

Acad Org (Optional)

Acad Prog (Optional)


Acad Plan (Optional)

[View Results](#)

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (38 kb)

Step 3: Click the ‘View Results’ button

FC_POS_CURRENT - POS - Current Curriculum

***Delivery Term** 

Acad Org (Optional)

Acad Prog (Optional)

Acad Plan (Optional)

[View Results](#)

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (38 kb)


Example of the Current Curriculum query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **“Excel Spreadsheet”** link.
- The file will be saved as an Excel (.xls) file on your device.

FC_POS_CURRENT - POS - Current Curriculum

***Delivery Term** 

Acad Org (Optional)

Acad Prog (Optional)

Acad Plan (Optional)

[View Results](#)





Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (38 kb)

View All First 1-22 of 22 Last

Row	Curriculum Version	Acad Org	Campus	Acad Prog	Acad Plan	Acad Level	Delivery Term	Category	Special Class	Group-By	SeqNum	Required	Course ID	Subject	Catalog	Long Title	Crs Crnt	Deliv Pattern	Comments	Requirements
1	1249	MBS	1	GBE	GBE	Business	1	1249	MAND		1	1	1 007405	MATH	11	Math Fundamentals for Business Studies	45.00	1-1 hr lec, 2-1 hr sem		SEM: Sem room.
2	1249	MBS	1	GBE	GBE	Business	1	1249	MAND		2	1	1 012781	ACCT	72	Introductory Accounting	45.00	1-1 hr lec, 1-2 hr sem	High repeater course	Schedule lec before sem with one day in between.
3	1249	MBS	1	GBE	GBE	Business	1	1249	MAND		3	1	1 015415	BUSN	188	Introduction to Business and Success Strategies	60.00	2-1 hr lec, 1-2 hr sem	High repeater course	SEM: Sem room.

POS by Curriculum Version (FC_POS_CURR_VERSION)

Query for full curriculum versions within the Program of Study.

-  Lists Crse Reqs by Program
-  **POS - Current Curriculum**
-  POS by Curriculum Version
-  Program Delivery Review

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Curriculum Version Start Term**
- Acad Org – *Optional*
- **Acad Prog – *Optional***
- Acad Plan - *Optional*

Population selection

Term (1249)

Acad Org (null)

Acad Prog (MAC)

Acad Plan (null)

FC_POS_CURR_VERSION - POS by Curriculum Version

*Curriculum Version Start Term 1249 

Acad Org (Optional)

Acad Prog (Optional) MAC

Acad Plan (Optional)

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (56 kb)

Step 3: Click the 'View Results' button

FC_POS_CURR_VERSION - POS by Curriculum Version

*Curriculum Version Start Term 1249 

Acad Org (Optional)

Acad Prog (Optional) MAC

Acad Plan (Optional)

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (56 kb)

Example of the POS by Curriculum Version query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

FC_POS_CURR_VERSION - POS by Curriculum Version

*Curriculum Version Start Term 1249 

Acad Org (Optional)

Acad Prog (Optional) MAC

Acad Plan (Optional)

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (56 kb)

View All

First 1-46 of 46 Last

Row	Curriculum Version	Acad Org	Campus	Acad Prog	Acad Plan	Prog/Plan Name	Acad Level	Delivery Term	Category	Special Class	Group By	Segment	Required	Course ID	Subject	Catalog	Long Title	Crs Cntct	Deliv Pattern	Comments
1	1249	IHA	1	MAC	MAC	Massage Therapy - Compressed	1	1249	MAND	HYBR		1	1	1 017828	COMM	252	Communications I for Health Professionals	45.00	1-1 hr lab, 2-1 hr sem	
2	1249	IHA	1	MAC	MAC	Massage Therapy - Compressed	1	1249	MAND			3	1	1 014980	SCIE	157	Anatomy & Physiology I	60.00	1-2 hr lec, 1-2 hr lab	
3	1249	IHA	1	MAC	MAC	Massage Therapy - Compressed	1	1249	MAND			4	1	1 012766	HLTH	192	Introduction to Massage	150.00	1-2 hr lec, 2-3 hr lab, 2-1 hr lab	
4	1249	IHA	1	MAC	MAC	Massage Therapy - Compressed	1	1249	MAND			6	1	1 016550	FLPL	237	Introduction to Massage Clinic	30.00	1-2 hr lab	

Delivery review process by academic term, including LMS, Co-op, IPD, and PT indicators, as well as co-requisites and pre-requisites.

- Term
- Institution
- Acad Org
- Acad Prog

Acad Prog (GBE)

Step 3: Click the 'View Results' button

Programs offered during term

Download results in : [Excel SpreadSheet](#) [CSV Text File](#) [XML File](#) (1459 kb)

Download results in : [Excel SpreadSheet](#) [CSV Text File](#) [XML File](#) (1459 kb)

Example of the Program Delivery Review query.

To download the results in Excel format:

- Click the **“Excel Spreadsheet”** link.
- The file will be saved as an Excel (.xls) file on your device.

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.

[illegible]

Program with Comments (FC_DESIGNATION_COMMENTS)

Displays only program/level combinations that include comments.

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Term**
- Campus - *Optional*

Population selection

Term (1249)

Campus (null)

Step 3: Click the 'View Results' button

Example of the Program with Comments query.

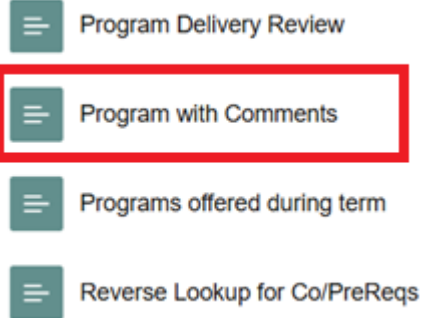
Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.



FC_DESIGNATION_COMMENTS - Program with Comments

*Term

Campus (Optional)

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (157 kb)

FC_DESIGNATION_COMMENTS - Program with Comments

*Term

Campus (Optional)

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (157 kb)

FC_DESIGNATION_COMMENTS - Program with Comments

*Term

Campus (Optional)

View Results

Download results in : **Excel Spreadsheet** [CSV Text File](#) [XML File](#) (157 kb)

View All First 1-100 of 274 Last

Row	Term	Campus	Acad Prog	Acad Plan	Acad Level	Comments
1	1249	1	AEA	AEA	1	Runs 11 wks inc pre-exam wk of 04-Nov. Schdl btwn 7a-6p. Attempt to limit 9 hriday (inc lunch). Stdnts attend thru Wk 8. Allow 1hr travel moving btwn Airport/KTTC. 1 travel/day if possible. Apprentices don't follow post-sec schding limitations.
2	1249	1	AEB	AEB	1	AEB, EB2 superseded by EL1, EL5 1249 onward.
3	1249	1	AEI	AEI	1	Runs 10 wks. Schdl btwn 7a-6p. Attempt to limit 9 hriday (inc lunch). Stdnts attend thru Wk 8. Allow 1hr travel moving btwn Airport/KTTC preferably 1 travel/day if possible. Apprentices do not need to follow post-secondary scheduling limitations.
4	1249	1	AGA	AGA	1	Runs 9 wks inc pre-exam wk of 16-Dec. Schdl btwn 7a-6p. Attempt to limit 9 hriday (inc lunch). Stdnts attend thru Wk 8. Allow 1hr travel btwn Airport/KTTC ideally 1 travel/day. Apprentices do not need to follow post-secondary scheduling limitations.
5	1249	1	AGB	AGB	1	Runs 8 wks. Schdl btwn 7a-6p. Attempt to limit 9 hriday (inc lunch). No hours permitted at Loomex. Onsite only. Apprentices do not need to follow post-secondary scheduling limitations.

Programs offered during term (FC_DESIGNATION_COMMENTS)

List of programs offered during the current term, including start and end dates.



Program with Comments



Programs offered during term



Reverse Lookup for Co/PreReqs

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Term**
- **Institution**
- **Campus**

Population selection

Term (1249)

Institution (FLEMG)

Campus (1)

FC_PROGOFFERING - Programs offered during term

*Select Term

*Institution

*Campus

[View Results](#)

Download results in : [Excel SpreadSheet](#) [CSV Text File](#) [XML File](#) (166 kb)

Step 3: Click the 'View Results' button

FC_PROGOFFERING - Programs offered during term

*Select Term

*Institution

*Campus

[View Results](#)

Download results in : [Excel SpreadSheet](#) [CSV Text File](#) [XML File](#) (166 kb)

Example of the Programs offered during term query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

Green Box: Navigating Through Results

Use the **navigation arrows** to move to the next set of 100 results. Continue clicking the arrows to scroll through all available entries.

FC_PROGOFFERING - Programs offered during term

*Select Term

*Institution

*Campus

[View Results](#)

Download results in : [Excel SpreadSheet](#) [CSV Text File](#) [XML File](#) (166 kb)

View All

First 1-100 of 166

Row	Term	Term Desc	Start Term	Start Curr Term	Acad Org	School Name	Campus	Campus Name	Acad Prog	Acad Plan	Program Name	Acad Level	Start Date	End Date	Comments
1	1249	2024 Fall	1249	2024 Fall	CEH&C	CE-Community Development and Health	1	Sutherland Campus	PWX	PWX	PSW-PN Bridge Long	1	09/03/2024	12/13/2024	For Program of Study and External Web Purposes Only.
2	1249	2024 Fall	1239	2023 Fall	CEH&C	CE-Community Development and Health	1	Sutherland Campus	PWX	PWX	PSW-PN Bridge Long	2	09/03/2024	12/13/2024	For Program of Study and External Web Purposes Only.
3	1249	2024 Fall	1239	2023 Fall	CEH&C	CE-Community Development and Health	1	Sutherland Campus	PWX	PWX	PSW-PN Bridge Long	3	09/03/2024	12/13/2024	For Program of Study and External Web Purposes Only.
4	1249	2024 Fall	1239	2023 Fall	CEH&C	CE-Community Development and Health	1	Sutherland Campus	PWX	PWX	PSW-PN Bridge Long	4	09/03/2024	12/13/2024	For Program of Study and External Web Purposes Only.
5	1249	2024 Fall	1249	2024 Fall	CEH&C	CE-Community Development and Health	1	Sutherland Campus	PWZ	PWZ	PSW to PN Bridge Short	1	09/03/2024	12/13/2024	For Program of Study and External Web Purposes Only.

Reverse Lookup for Co/PreReqs (FC_DESIGNATION_COMMENTS)

Reverse lookup for co- and pre-requisites, including history (union query).



Program with Comments



Programs offered during term



Reverse Lookup for Co/PreReqs

Step 2: Define the selection criteria for the course code. Required and/or recommended fields are bolded.

- **Subject**
- **Catalog**

Population selection

Subject (NRSG)

Catalog (24)

FC_COPREREQS_REVERSE_LOOKUP - Reverse Lookup for Co/PreReqs

Subject NRSG

Catalog 24

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (15 kb)

Step 3: Click the 'View Results' button

FC_COPREREQS_REVERSE_LOOKUP - Reverse Lookup for Co/PreReqs

Subject NRSG

Catalog 24

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (15 kb)

Example of the Reverse Lookup for Co/PreReqs query.

Red Box: Exporting Results to Excel

To download the results in Excel format:

- Click the **"Excel Spreadsheet"** link.
- The file will be saved as an Excel (.xls) file on your device.

FC_COPREREQS_REVERSE_LOOKUP - Reverse Lookup for Co/PreReqs

Subject NRSG

Catalog 24

View Results

Download results in : [Excel Spreadsheet](#) [CSV Text File](#) [XML File](#) (15 kb)

View All

First 1-22 of 22 Last

Row	Subject	Catalog	Course ID	Rpt	Subject	Catalog	Detail	Rq Group	Requirement	Core List	Status	Eff Date
1	NRSG	24	007615	CO	NRSG	23	NRSG23 CO = NRSG24 + NRSG248 PRE = NRSG26 + NRSG198 + NRSG248	000262			A	11/01/2024
2	NRSG	24	007615	CO	NRSG	73	NRSG73 CO = NRSG23 + NRSG24 + NRSG249 + NRSG84 + NRSG87 PRE = NRSG81 + NRSG86 OR Enrollment Requirement (PNB)PNWPNVZ ERN1955) AND ERN1961 AND corequisite ERN1962	000283			A	11/01/2024
3	NRSG	24	007615	CO	NRSG	73	NRSG73 CO = NRSG23 + NRSG24 + NRSG249 + NRSG84 + NRSG87 PRE = NRSG81 + NRSG86 OR Enrollment Requirement (PNB)PNWPNVZ ERN1955) AND ERN1961 AND corequisite ERN1962	000283	000001962/00000711		A	11/01/2024
4	NRSG	24	007615	CO	NRSG	73	NRSG73 CO = NRSG23 + NRSG24 + NRSG249 + NRSG84 + NRSG87 PRE = NRSG198 + NRSG67 + NRSG245 + NRSG86 + NRSG83	000283			A	11/01/2021
5	NRSG	24	007615	CO	NRSG	73	NRSG73 CO=NRSG23+NRSG24+NRSG79+NRSG84+NRSG87+PRE=NRSG198+NRSG67+NRSG78+NRSG86+NRSG83	000283			A	03/01/2014
6	NRSG	24	007615	CO	NRSG	73	NRSG673 CO=NRSG23+NRSG24+NRSG79+NRSG84+NRSG87+PRE=NRSG198+NRSG67+NRSG78+NRSG83+NRSG86	000283			A	03/01/2013
7	NRSG	24	007615	CO	NRSG	73	NRSG673 CO=NRSG23	000283			A	01/01/1961

QUERY LEGEND

Values and descriptions of commonly used prompts in PeopleSoft queries and BI Publisher reports.

What	Description	Value
Institution	Fleming College	FLEMG
Campus	Sutherland	1
	Frost Campus	2
	Cobourg Campus	3
	Haliburton Campus	4
	Toronto – Trebas Campus	6
Academic Organization	Environmental & NR Sciences	SENRS
	School of Trades & Technology	SKTR
	Haliburton School of Art + Des	HALIBURTON
	Health and Community Services	IHA
	Health and Community Services	L&J
	School of Business and IT	MBS
	General Arts & Science	IDS
Terms	2025 Fall	1259
	2026 Winter	1261
	2026 Spring	1265
	2027 Fall	1279
	2029 Fall	1299
	2025 Fall	1259
	2026 Fall	1269
	2029 Spring	1295
	2027 Winter	1271
	2028 Spring	1285
	2027 Spring	1275
	2028 Winter	1281
	2028 Fall	1289
	2029 Winter	1291
	2030 Winter	1301
	2025 Fall	1259
	2026 Winter	1261
Academic Career	Non Credit	NCRD
	Upgrading	PREP
	Credit	CRED

[END OF DOCUMENT]