

Schoolnet: Navigating the Curriculum Manager Quick Reference Card

Schoolnet: Navigating the Curriculum Manager

Audience Roles: Leadership, Staff with Materials Approver

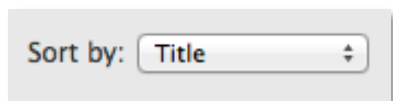
The Curriculum Manager page shows the materials that currently exist in your district's materials bank. To find materials, filter and sort the list.

Filtering and Searching for Materials

1. Roll your cursor over **Classrooms** on the navigation bar and click **Curriculum Manager**
2. On the **Curriculum Manager** page, use the check boxes and fields to filter materials by material **Type**, **Grades**, **Draft Status**, **Subject**, **Publisher**, **Date Modified**, and **Keyword**
3. After you select the filters, click **View Results**

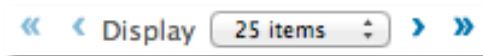
On the **Curriculum Manager** page, you no longer need to unapprove a material in the district bank in order to edit it. The filtered list of materials, sorted by title, is displayed beneath the filter box.

4. Use the **Sort By** menu on the right to sort the materials by **Type**, **Title**, **Subject**, **Date Modified**, **Grade Range**, **Publisher**, and **Draft Status**

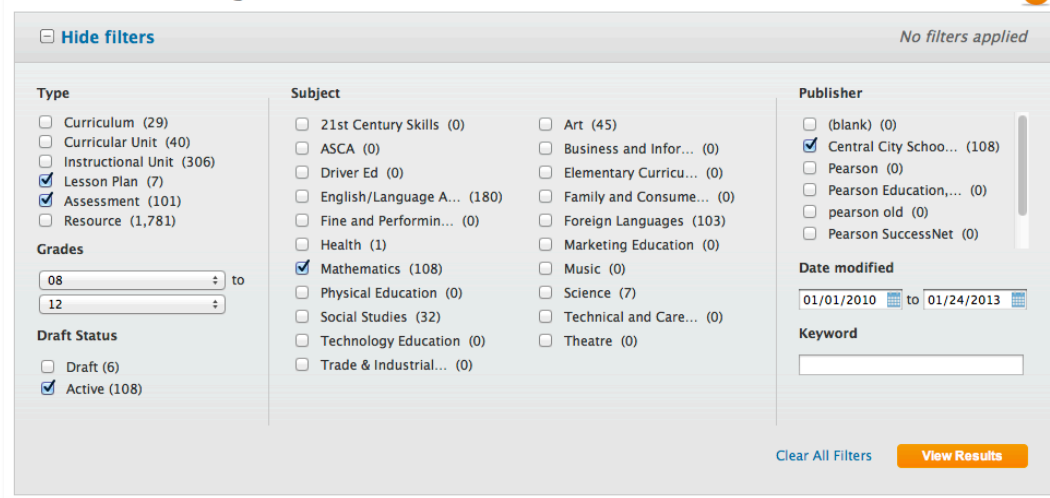


5. Use the **Display** menu to see 25, 50, or 100 materials displayed on the page

Advance forward or backward through the materials list one page at a time by clicking the single arrow. Click the double arrow to go forward or backward through the materials 10 pages at a time.



Curriculum Manager



The screenshot shows the Curriculum Manager filter interface with the following sections:

- Hide filters** (toggle)
- Type**:
 - Curriculum (29)
 - Curricular Unit (40)
 - Instructional Unit (306)
 - Lesson Plan (7)
 - Assessment (101)
 - Resource (1,781)
- Grades**:
 - 08 to 12
- Draft Status**:
 - Draft (6)
 - Active (108)
- Subject**:
 - 21st Century Skills (0)
 - ASCA (0)
 - Driver Ed (0)
 - English/Language A... (180)
 - Fine and Performin... (0)
 - Health (1)
 - Mathematics (108)
 - Physical Education (0)
 - Social Studies (32)
 - Technology Education (0)
 - Trade & Industrial... (0)
 - Art (45)
 - Business and Infor... (0)
 - Elementary Curricu... (0)
 - Family and Consume... (0)
 - Foreign Languages (103)
 - Marketing Education (0)
 - Music (0)
 - Science (7)
 - Technical and Care... (0)
 - Theatre (0)
- Publisher**:
 - (blank) (0)
 - Central City Schoo... (108)
 - Pearson (0)
 - Pearson Education,... (0)
 - pearson old (0)
 - Pearson SuccessNet (0)
- Date modified**:
 - 01/01/2010 to 01/24/2013
- Keyword**:
 - Search field

Buttons: **Clear All Filters**, **View Results**