How to ‘Add an Entry Skill to a Course’

1. Click on the “Entry Skills” area on the right-hand side of the screen. If the Entry Skills area is locked click [Unlock].

2. Type the subject and course number of the requisite in the Entry Skill text box as demonstrated below and click [Add].

3. Once you add the course click “Match Objectives” next to the course you just added.
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4. Select the discipline of the requisite from the “Discipline” drop-down menu. Once you select the discipline a new drop-down menu will populate.

5. Select the pending or active version of the course you want as a requisite from the “Course” drop-down menu.
6. Once you select the course from the “Course” drop-down menu, the objectives from that course will populate. **Please note, you only have to select one objective to successfully complete the Entry Skills area in CurricUNET.** Selecting specific objectives, all of the objectives, or a more accurate objective does not strengthen, weaken, or restrict your course in CurricUNET in any way. Click any random objective checkbox. Scroll down to the bottom of the screen and click [Add].
7. Congratulations, you successfully added an entry skill! This course will now be an option to select from the Course Number and Title drop-down menu in the Prerequisite/Corequisite/Advisories area that is located on the right-hand side of the screen. The Prerequisite/Corequisite/Advisories area is where you enter the actual requisite. If you have more than one requisite to add then repeat steps #2 – #6 again. Once you are done entering all of the Entry Skills you can click [Finish].