



# WebCMS Public View Grading Method



## Steps to check Grading Methods

**Step 1:** Go to: <http://webcms10.mtsac.edu/> and **select** Public Access.

**Step 2: Search** for Course Number and Subject.

**Step 3: Select** Print Icon. Course Outline of Record will display in a separate window, *make sure pop-up blocker is disabled*.

**Step 4: Locate Grading Method** by scrolling down.

**Step 5:** Grading Method will **display** grading methods available for this course.

**Step 6 (Optional):** Export Official Course to PDF by **selecting** Adobe (PDF) File and **Export**.

# WebCMS 10.0 Grading Methods



## CURRICULUM MANAGEMENT SYSTEM

### Web CMS Start Page

1. Visit: [WebCMS 10.0](#)  
and **select** Public Access.

WebCMS is Web Application that helps colleges automate their curriculum proposal/approval process.

#### Public Access

- This area of WebCMS gives public Web site visitors and other college/universities access to your college's course information and programs.
- All classes offered by the college are searchable by course department and course number.
- The public also has access to dynamically linked IGETC and CSU lists.

#### Campus Access

- The back-end of WebCMS is where proposals are created and approved. Both course and program proposals are supported.

#### Introduction

- Processing a New Course or Program: Contact your campus curriculum coordinator before beginning the WebCMS process.
- Curriculum Support & Technical Assistance:
- Transfer & Course Articulation:
- Career and Technical Education:

#### Browser Requirements

- Any browser can be used ( Internet Explorer, Chrome, Firefox , Safari )



# WebCMS 10.0 Grading Methods

2. Make your selection by entering course number and use the dropdown to search by subject.

\*Defaults to Course Outlines

3. Select on the Print Icon to open the course.

**PUBLIC ACCESS**

Course Outlines  
Program Outlines

**COURSE OUTLINES**

Select an Academic Year : 2020-2021

Course Number	Subject	Suppl	Course Title	Approval Date	Status
100	MAT			From: To:	All
100	KINI		Primary Pilot Ground School	05/09/2018	Current
100	KINL		Digital Paint and Ink	01/09/2019	Current
100	KINS		Fundamentals of Graphic Design	05/08/2019	Current
100	KINX		American Law and Democracy	11/14/2018	Current
100	KORE		Company Officer 2C: Fire Inspections and Investigations	09/15/2015	Current
100	LATN		Introduction to Mass Communications	11/13/2019	Current
100	LCOM		Learning Communities: Interdisciplinary Connections	12/11/2019	Current
100	LEAD		Survey of College Mathematics	10/14/2020	Future
100	LERN		Music Appreciation	12/12/2018	Future
100	LIBR		Music Appreciation - Honors	12/12/2018	Future
100	LING				
100H	LIT				

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# WebCMS 10.0 Grading Methods

Course Outline of Record  
will appear.

1 of 3 | Export to the select format | Export

MT. SAC  
Mt. San Antonio College

COURSE OUTLINE : MATH 100  
1/28/2021

EFFECTIVE TERM : Fall 2021

Course Identification	
COURSE ID :	MATH
COURSE TITLE (FULL) :	Survey of College Mathematics
COURSE TITLE (SHORT) :	Survey of College Math
COURSE DIVISION :	Natural Sciences Division
COURSE DEPARTMENT :	Mathematics and Computer Sciences Department
COURSE SUBJECT :	Mathematics
DISCIPLINE	Mathematics

TOP CODE : 170100 Mathematics, General

\*Make sure pop-up blocker is disabled to view course in new window.

# WebCMS 10.0 Grading Methods

The screenshot displays the WebCMS 10.0 Curriculum Management System interface. At the top, the MT. SAC logo and the text "CURRICULUM MANAGEMENT SYSTEM" are visible. Below this, a navigation bar includes a search box with "1 of 3" and an "Export to the selected format" dropdown. The main content area shows course details for "COURSE PROGRAM STATUS". Under "REPEATABILITY", it says "Non-repeatable". Under "STATE TRANSFER CODE", it says "A Transferable UC/CSU/Private". Under "STATE CLASSIFICATION CODE", it says "A Liberal Arts and Sciences". Under "GRADING METHOD", it says "Letter Grade Only". Under "CREDIT BY EXAM", it says "Not Allowed". Under "WORK EXPERIENCE", it says "Not part of co-op work experience education program". Two yellow arrows point from text boxes to the "GRADING METHOD" field. The first arrow points from a box that says "4. Locate Grading Method by scrolling down." The second arrow points from a box that says "5. Grading Method will display grading methods available for this course."

COURSE PROGRAM STATUS

REPEATABILITY Non-repeatable

STATE TRANSFER CODE : A Transferable UC/CSU/Private

STATE CLASSIFICATION CODE : A Liberal Arts and Sciences

GRADING METHOD : Letter Grade Only

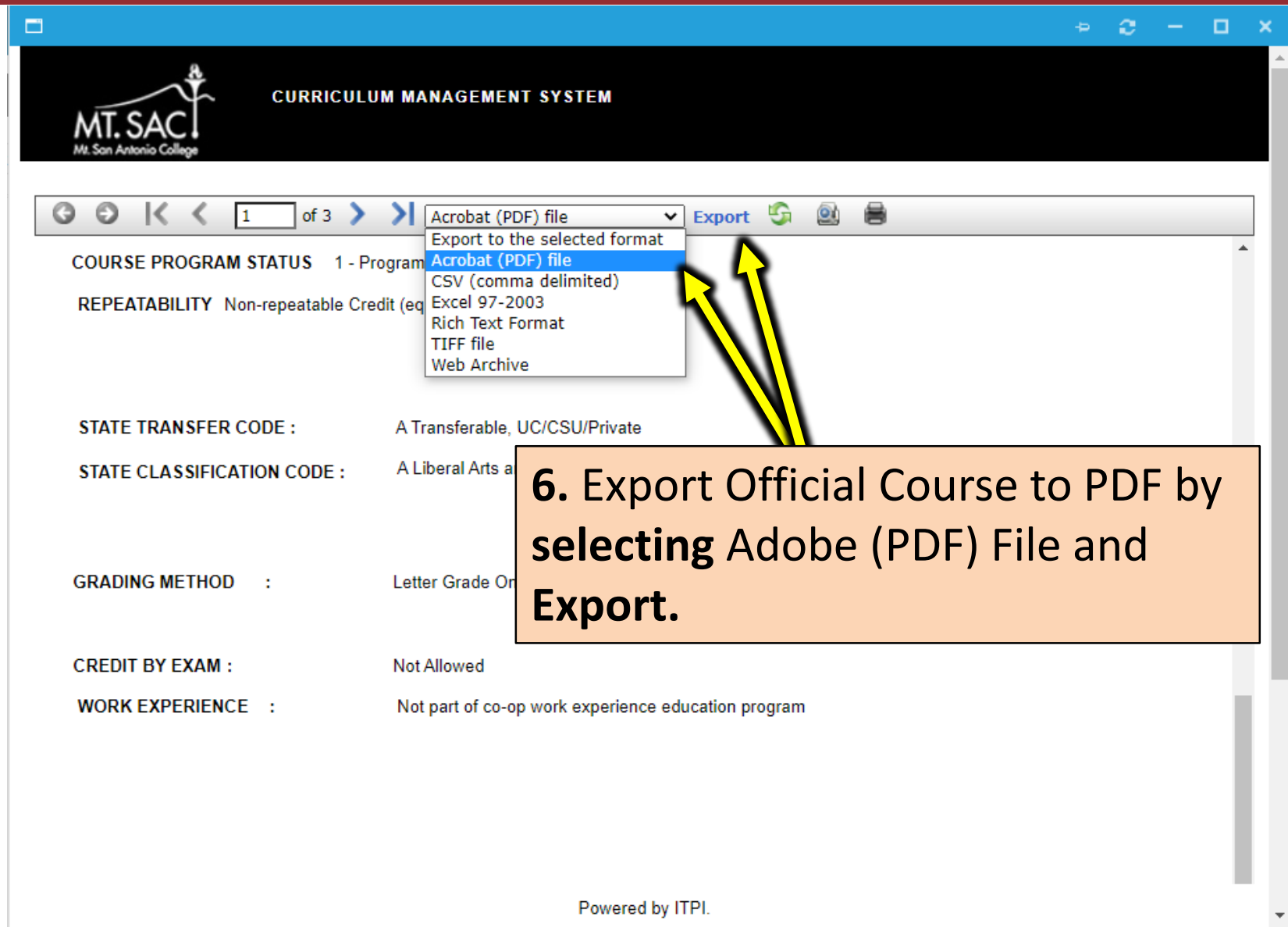
CREDIT BY EXAM : Not Allowed

WORK EXPERIENCE : Not part of co-op work experience education program

4. Locate **Grading Method** by scrolling down.

5. Grading Method will **display** grading methods available for this course.

# WebCMS 10.0 Grading Methods



The screenshot displays the WebCMS 10.0 Grading Methods interface. At the top, the MT. SAC logo and "CURRICULUM MANAGEMENT SYSTEM" are visible. Below the header, a navigation bar includes a dropdown menu showing "1 of 3" and an "Export" button. A dropdown menu is open, listing export formats: "Acrobat (PDF) file", "Export to the selected format", "Acrobat (PDF) file", "CSV (comma delimited)", "Excel 97-2003", "Rich Text Format", "TIFF file", and "Web Archive". Two yellow arrows point from the "Acrobat (PDF) file" option in the dropdown menu to the "Export" button. The main content area displays course details:

- COURSE PROGRAM STATUS : 1 - Program
- REPEATABILITY : Non-repeatable Credit (eq
- STATE TRANSFER CODE : A Transferable, UC/CSU/Private
- STATE CLASSIFICATION CODE : A Liberal Arts a
- GRADING METHOD : Letter Grade Or
- CREDIT BY EXAM : Not Allowed
- WORK EXPERIENCE : Not part of co-op work experience education program

At the bottom, it says "Powered by ITPI."

**6. Export Official Course to PDF by selecting Adobe (PDF) File and Export.**