

How to add Prerequisite/Corequisite/Recommendations (Advisory)

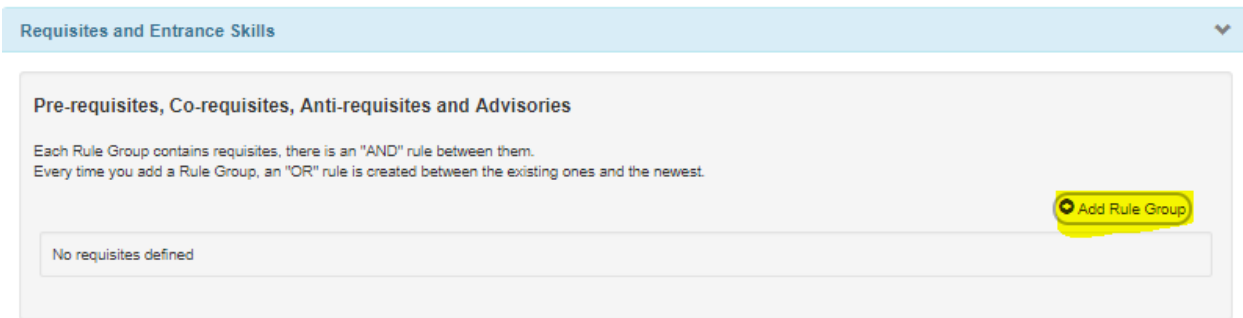
There are several types of requisites that are listed on a course outline

- Single Course Requisite
- Multiple Course Requisites with “OR” Options
- Multiple Course Requisite with “AND” Options
- Non-Course Requisite

Adding Single Course requisite:

Step 1

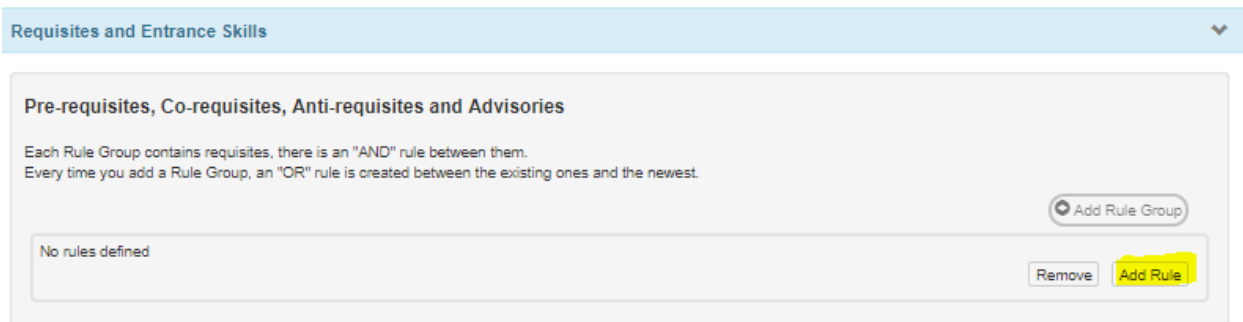
- Click on “Add Rule Group” button



The screenshot shows a light blue header with the text "Requisites and Entrance Skills" and a downward arrow. Below the header is a grey box with the title "Pre-requisites, Co-requisites, Anti-requisites and Advisories". Inside this box, there is explanatory text: "Each Rule Group contains requisites, there is an 'AND' rule between them. Every time you add a Rule Group, an 'OR' rule is created between the existing ones and the newest." At the bottom right of the grey box, there is a yellow button labeled "Add Rule Group". Below the grey box is a white text area that says "No requisites defined".

Step 2

- Click on “Add Rule”



The screenshot shows the same interface as Step 1. The yellow button "Add Rule Group" is now a grey button. A new grey button labeled "Add Rule" has appeared at the bottom right of the white text area, which now says "No rules defined". A "Remove" button is also visible next to it.

Step 3

- Select the requisite type
 - There are 4 types in eLumen
 - Prerequisite
 - Corequisite
 - Antirequisite (we do not use this on our campus)
 - Advisory (also known as Recommendations on our campus)

Step 4

- In the “Course” drop down box, enter the course in the search box and select the course
 - When typing courses, do not use spaces (ex. ENGL52)

Step 5

- In the textbox, type the prerequisite wording that will be printed in the catalog, and click on “Add Requisite”

In this example, we will select “prerequisite” as the Requisite type and ENGL 52 as the course option.

- ✓ Prerequisite has now been added, as shown:

Tip: When the course name is embedded in the section, it indicates it was successfully added.

Adding Multiple Requisites with “OR” Options

Each Rule Group contains requisites, there is an "AND" rule between them.

Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

Step 1

- After entering your first requisite, click on the “Add Rule Group” button. The “Add Rule Group” button will then add an or between the next requisite option

Step 2

- Click on the “Add Rule” button under the “OR” Section.

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
 Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

Add Rule Group

Prerequisite

ENGL52 INTRODUCTION TO COLLEGE COMPOSITION

Select Objectives and Outcomes

ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher or "Pass," or completion of the English placement process with a score eligible for ENGL 100.

Remove Add Rule

OR

No rules defined

Remove Add Rule

Step 3

- Select the requisite type
 - In this example, it is prerequisite
- Select the course in the search box
 - In this example, ENGL72 is the next course as an optin
- Copy and paste the same wording from above
- Click on “Add Requisite”

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
 Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

Add Rule Group

Prerequisite

ENGL52 INTRODUCTION TO COLLEGE COMPOSITION

Select Objectives and Outcomes

ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher or "Pass," or completion of the English placement process with a score eligible for ENGL 100.

Remove Add Rule

OR

Requisite Type

Prerequisite

Course

ENGL72 INTRODUCTION ...

ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher or "Pass," or completion of the English placement process with a score eligible for ENGL 100.

Close Add Requisite

Remove Add Rule

Step 4

- To add the next course, follow steps 1 through 4 (of Adding Multiple Requisites with “OR” Options section)
Finish Requisite for “OR” rule will appear as shown:

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

[Add Rule Group](#)

Prerequisite

ENGL52 INTRODUCTION TO COLLEGE COMPOSITION

Select Objectives and Outcomes

ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher or "Pass," or completion of the English placement process with a score eligible for ENGL 100.

[Remove](#) [Add Rule](#)

OR

Prerequisite

ENGL72 INTRODUCTION TO COLLEGE WRITING AND REASONING

Select Objectives and Outcomes

ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher or "Pass," or completion of the English placement process with a score eligible for ENGL 100.

[Remove](#) [Add Rule](#)

OR

Prerequisite

ESL152 Introduction to College Composition for Non-Native English Speakers

Select Objectives and Outcomes

ENGL 52 or ENGL 72 or ESL 152 or equivalent with a grade of "C" or higher or "Pass," or completion of the English placement process with a score eligible for ENGL 100.

[Remove](#) [Add Rule](#)

Adding Multiple Requisites with “AND” Options

Step 1

- After Selecting your Requisite type, selecting your course, and adding your requisite wording into the text box
- Click on “Add Requisite”

The screenshot shows the 'Requisites and Entrance Skills' interface. At the top, there is a title bar 'Requisites and Entrance Skills' with a dropdown arrow. Below it, the main heading is 'Pre-requisites, Co-requisites, Anti-requisites and Advisories'. A sub-heading reads: 'Each Rule Group contains requisites, there is an "AND" rule between them. Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.' To the right of this text is a button labeled 'Add Rule Group'. The main area is divided into two columns. The left column has a 'Requisite Type' dropdown set to 'Advisory' and a 'Course' dropdown set to 'ENGL52 INTRODUCTION ...'. The right column has a 'Requisite' text box containing the text: 'ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher is strongly recommended.' Above the text box is a rich text editor toolbar with various icons. At the bottom right of the main area, there are four buttons: 'Close', 'Add Requisite' (highlighted in yellow), 'Remove', and 'Add Rule'.

Step 2

- Click on “Add Rule”
 - A new box will appear below, indicating that this is an “AND” rule

The screenshot shows the 'Requisites and Entrance Skills' interface with a new rule group added. The main heading and sub-heading are the same as in Step 1. The 'Add Rule Group' button is now disabled. The main area is divided into two sections. The top section has a 'Requisite Type' dropdown set to 'Advisory' and a 'Course' dropdown set to 'ENGL52 INTRODUCTION TO COLLEGE COMPOSITION'. Below the dropdowns is a button labeled 'Select Objectives and Outcomes'. The 'Requisite' text box contains the text: 'ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher is strongly recommended.' The bottom section has a 'Requisite Type' dropdown set to 'Advisory' and a 'Course' dropdown set to 'READ54 ADVANCED COL...'. The 'Requisite' text box contains the text: 'ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher is strongly recommended.' At the bottom right of the main area, there are two buttons: 'Close' and 'Add Requisite'.

Step 3

- After selecting your requisite type, selecting your course, and copying/pasting your requisite wording into the text box
- Click on “Add Requisite”

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

[Add Rule Group](#)

Advisory

ENGL52 INTRODUCTION TO COLLEGE COMPOSITION

Select Objectives and Outcomes

ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher is strongly recommended.

Requisite Type

Advisory

Course

READ54 ADVANCED COL...

Requisite

ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher is strongly recommended.

Close [Add Requisite](#)

Finish requisite for “And Rule” will appear as shown:

Requisites and Entrance Skills

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

[Add Rule Group](#)

Advisory

ENGL52 INTRODUCTION TO COLLEGE COMPOSITION

Select Objectives and Outcomes

ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher is strongly recommended.]

AND

Advisory

READ54 ADVANCED COLLEGE READING

Select Objectives and Outcomes

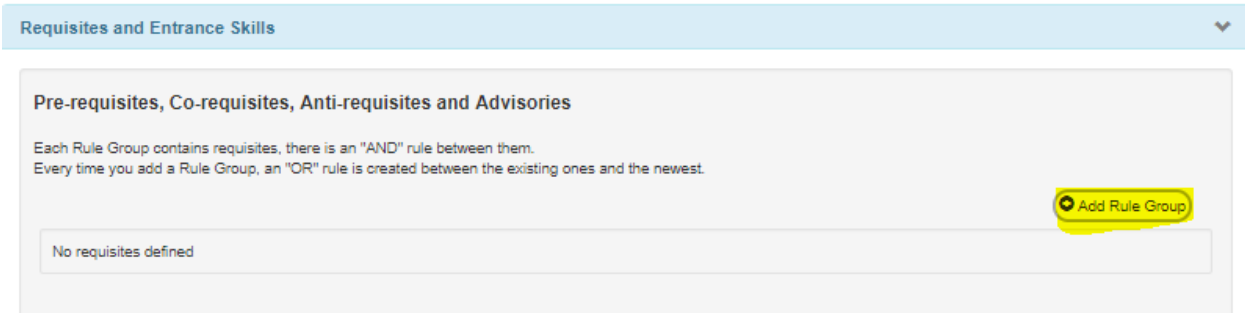
ENGL 52 and READ 54 or equivalent with grades of Pass or "C" or higher is strongly recommended.

Remove [Add Rule](#)

Adding a Non-Course Requisite

Step 1

- Click on “Add Rule Group”



Requisites and Entrance Skills

Pre-requisites, Co-requisites, Anti-requisites and Advisories

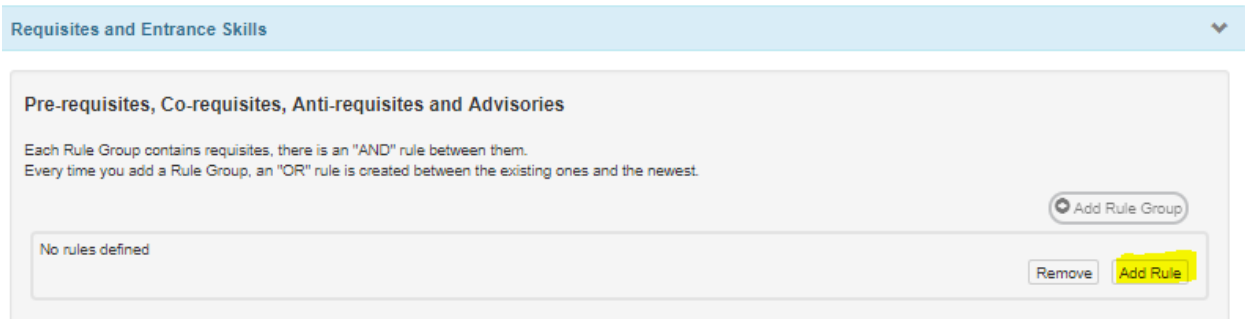
Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

No requisites defined

Add Rule Group

Step 2

- Click on “Add Rule”



Requisites and Entrance Skills

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

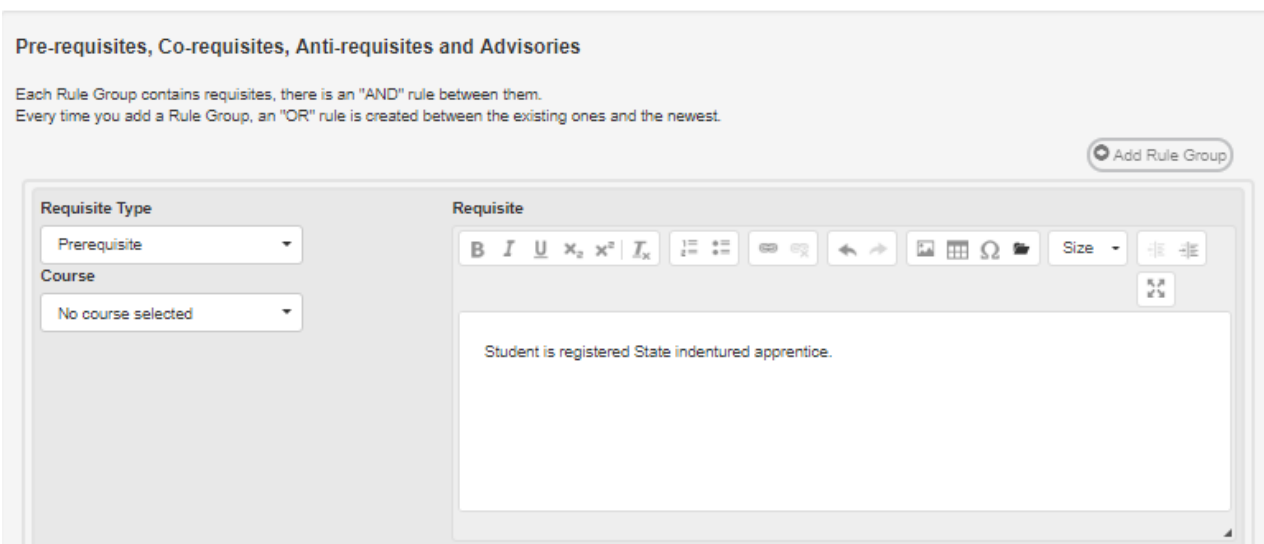
No rules defined

Add Rule Group

Remove Add Rule

Step 3

- Select “Requisite Type”
 - For this example, prerequisite will be selected
- In the text box, type the requisite wording



Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

Add Rule Group

Requisite Type

Prerequisite

Course

No course selected

Requisite

Student is registered State indentured apprentice.

Step 4

- Click on “Add Requisite”

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

Add Rule Group

Requisite Type

Prerequisite

Course

No course selected

Requisite

Student is registered State indentured apprentice.

Close Add Requisite

Remove Add Rule

Finished non-course requisite type will appear as shown:

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

Add Rule Group

Prerequisite

Student is registered State indentured apprentice.

Remove Add Rule

Frequently Asked Questions

The text box already has the wording rules for multiple requisites, why do we have to select and add each course?

The individual course box for requisites will help generate an impact reports and to map courses.

Why do we have to write in the text box?

Wording from the text box will be printed in the College's Catalog.

Additional information:

The committee will ask that your course requisite wording is written in a standard format. Here are some examples of how they should be written:

- Recommendation: ENGL 52, or ENGL 72 or ESL 152 and READ 54 or READ 97 or equivalent with grades of Pass or "C" or higher
- Prerequisite: ART 110 or equivalent with a grade of Pass or "C" or higher
- Corequisite: CHEM 112

How do we have to "map" requisites?

https://www.cerritos.edu/curriculum/_includes/docs/Mapping_Tutorial.pdf