

Course Map Instruction

1. Edit the template with following options:

- Course title
- Course topics
- Tutorials & Labs title, tick mark, tick label and custom titles to each
- Assessment models & weights, tick if you have any
- Assessment models key & overall weight
- Final exam & weight. You can also alter the label to suit your model.

The screenshot shows a 'Template' editor for a course map. At the top, there's a header bar with 'A COURSE TITLE'. Below this is a grid representing the course structure. The grid has four main rows: 'WEEK' (numbered 1 to 10, with week 6 labeled 'FLEXIBILITY WEEK'), 'TOPIC' (Topic 1 to Topic 10), 'TUTORIALS & LABS' (containing 'Group work' and 'LAB' boxes), and 'ASSESSMENT' (containing various assessment icons and weights). A 'B' is placed in the Topic 1 box, a 'C' with a double-headed arrow is in the Tutorials & Labs row, and a 'D' is in the Assessment row. At the bottom, there's a summary bar 'E' with assessment items: 'Self-check quizzes 10%', 'Class presentation (bonus) 10%', 'Assignments 20%', and 'Class participation 10%'. A '50% FINAL EXAM' box is labeled 'F'. The UNSW logo is at the bottom center.

2. To save your document

Click the printer icon on the top right navigation bar. Choose destination to Save as PDF and save it to your repository.

This screenshot shows the same Course Map Template editor as above, but with a 'Print' dialog box open on the right. The dialog box has a 'Destination' dropdown menu set to 'Save as PDF', which is highlighted with a red arrow. Other options include 'Pages: All', 'Pages per sheet: 1', and checkboxes for 'Print using system dialogue... (⌘P)' and 'Open PDF in Preview'. The 'Save' button is highlighted in blue. In the background, the printer icon in the top right navigation bar is also highlighted with a red arrow.