Context & Perspectives Request Management
This process is only for <u>PERMANENT</u> courses

How to access:

Direct link: https://nextcatalog.bentley.edu/candpadmin/

Directly from the course leaf course form.

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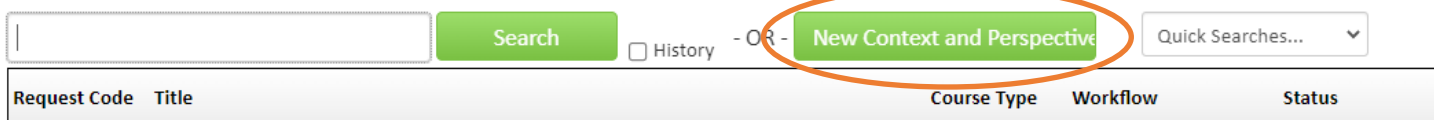**Course Inventory Management**

Propose a new special topics, seminar or experimental course? – Click here

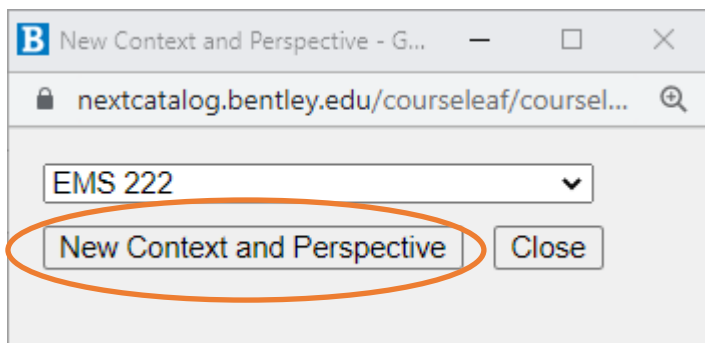Seeking Context & Perspectives theme approval for new or existing **permanent** course? – Click here

To request new designation:

Once you're on the form, you'll notice the orange header, you will want to select the "New Context and Perspective" button which will generate a pop up window.
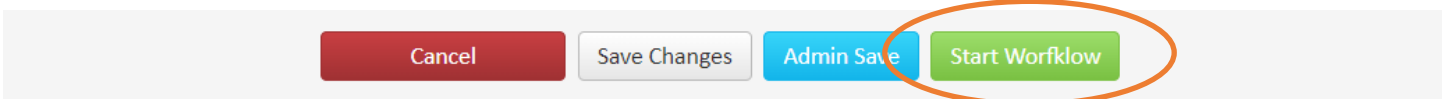
Search	☐ History	- OR -	New Context and Perspective	Quick Searches... ⌄

Request Code	Title			Course Type	Workflow	Status

Select the course from the drop down

Once you select the course, click "new Context and Perspective"

B New Context and Perspective - G... — ☐ ✕

🔒 nextcatalog.bentley.edu/courseleaf/coursel... ⊕

EMS 222 ⌄

New Context and Perspective | Close

Fill out all pieces of the form, once completed clicking "start workflow" at the bottom will kick off the workflow for approvals.

Courses can only have one C&P designation

Cancel | Save Changes | Admin Save | Start Worfklow

If you do not see a course that should be listed or if you need additional assistance please contact Sarah Richardson (srichardson@bentley.edu) or PJ Dickson (PDickson@bentley.edu).