

CHAPTER
19

FUNCTION KEYS

cur • ric • u • lum (ke-rik'yē-lem)

n.pl. cur • ric • u • la (-le) or cur • ric • u • lums









1. All the course of study offered by an educational institution.

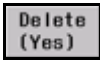


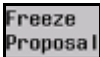


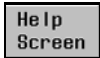
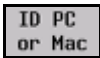
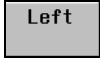


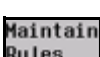
2. A group of related courses, often in a special field of study; *the engineering curriculum*.





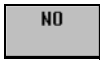

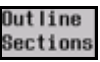
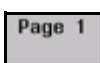
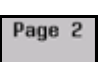
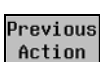
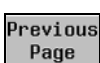

[Latin, *course*, from *currere*, *to run*.]












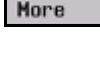
A. Functions Keys for Course Development










Navigating through the program

Button	Function	To
CTRL + Y	CTRL + Y	exit a report. It is especially handy when you have a long report and do not want to keep pressing the <NEXT PAGE> function key.
F9	F9	removes the function key bar at the bottom of the window Press F9 again to restore the function key bar. Speedware relies on function keys so make sure they are visible.
Tab	<Tab> on the keyboard	move forward though the fields or move from one menu selection to the next
	accept	update computer with the data shown on the screen
	add	add a new line of text to the HP
	add a new rule	create a new rule set
	backtab	move backwards through the fields
	change keys	switch to another set of function key labels
	continue	continue to the next screen of information
	continue (no)	interrupts the delete process but allows you to continue through the list of records
	delete proposal	delete the proposal

Button	Function	To
	delete (yes)	delete the selected line or record
	down	move down through the records list
	exit program	exit the program
	freeze proposal	freeze the proposal so course is ready for signatures
	help branch	display help for a particular menu item
	help field	display help for a particular field, usually in a pick list
	help screen	view information on the use of the screen and its fields
	ID PC or Mac	prompts you to identify which type of system you are using
	left	move to the left across a menubar
	list selected	view the list of records that meet your selection criteria
	right	move to the right across a menubar
	maintain rules	work with the prerequisite/corequisite rules

Button	Function	To
	menu bar	return to the main menu (menubar at the top of the window)
	next course	view the next version of a course or the next course
	next page	view the next page of a list of records
	next record	move to the next record
	no	answer in the negative
	other parts	view other parts of the course outline
	outline sections	bring up a menu of other sections of the course outline
	page one	move to the first screen of the report
	page two	move to the screen page of the report
	previous action	go to the previous menu or screen
	previous page	view the previous page of a list of records
	previous record	move to the previous record

Button	Function	To
	print outline	lookup / print outline of a course
	quit	exit the program
	reject	reject changes on the current screen If the user has just created a new version or new course, and has NOT accepted it, <REJECT> will delete the course version.
	repeat group courses	view a list of courses in the repeat group associated with the current course
	rename course	change the discipline prefix and / or number of a course version
	return select	enter new selection criteria
	same as courses	view a list of approved courses which are in the 'same as' group associated with the current course
	scroll backward	move up through the page of a report
	scroll forward	move down through the page of a report
	scroll left	move to the left in the page of the report
	scroll right	move to the right in the page of the report
	select more	add additional values

Button	Function	To
	select printer	choose a printer from a menu
	select version	enter a course/number or course discipline, then choose from a list the course version to view as an outline
	select WP	identify your wordprocessor
	set auto invoke	indicate if you want the application to invoke your wordprocessor
	stop (no)	interrupts the delete process and exits out of delete mode
	stop return	exit the help screen and return to the window
	test generate	generate a description from prerequisite rules or advisory rules
	up	move up through the records list
	yes	answer in the affirmative