Course Content Concerns

When you identify a concern with the contents of a course (i.e. misspelled word, broken link, incorrect quiz answer, grammar or punctuation issues, etc.), follow the instructions below:

- 1. Send an email to: Curriculum Support
- 2. Include Course Number and Title on Subject line
- 3. List the following required information in the email textbox:
 - 1. Course Number and Name
 - 2. Learning Plan #
 - 3. Activity, Assignment, or Discussion
 - 4. Detail of location
 - 5. Details of the problem
 - 6. Solution to the problem (i.e. replacement link or quiz correction with book and page number listed, etc.)
 - 7. Screen shot of the problem with concern highlighted, if possible
 - 8. DO NOT send attachments
 - 9. Your signature line and phone number

Once you have submitted all of the above information, a help star ticket will be generated.

Example

