

Course Readings: splitting courses

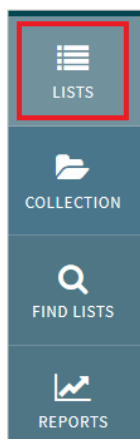
Introduction

If you have a combined (parent) course that needs to be split into separate (child) courses you can use the same Reading List for both courses.

Procedure

Add the Reading List to the first separate (child) course

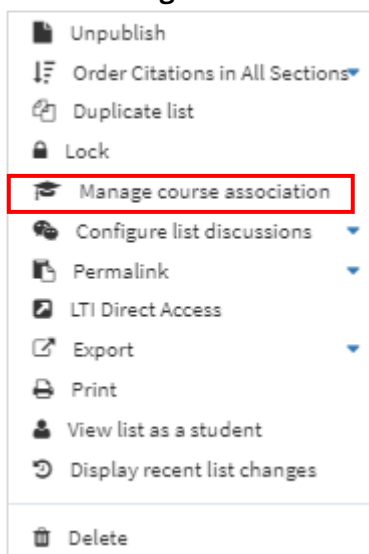
1. Click on **LISTS** from the side menu, from any Course Reading List



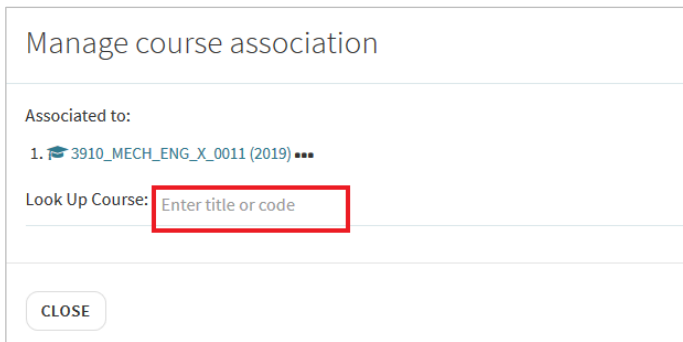
2. Click on the **...** icon



3. Select **Manage course association**



4. Click the box next to **Look Up Course** and enter course details (course code or name) to find the separate (child) course



Manage course association

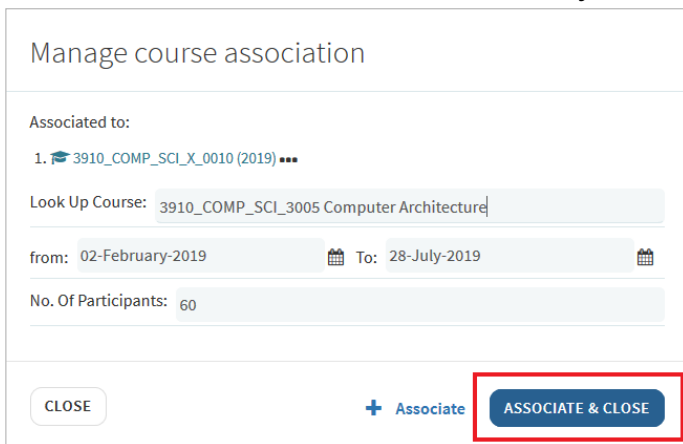
Associated to:

1. 3910_MECH_ENG_X_0011 (2019) ...

Look Up Course:

CLOSE

5. Click on **Associate & Close** (no need to edit any course details on this screen first)



Manage course association

Associated to:

1. 3910_COMP_SCI_X_0010 (2019) ...

Look Up Course: 3910_COMP_SCI_3005 Computer Architecture

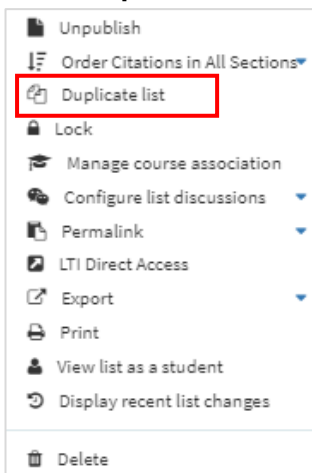
from: 02-February-2019 To: 28-July-2019

No. Of Participants: 60

CLOSE + Associate **ASSOCIATE & CLOSE**

Duplicate this Reading List for the other separate (child) course

6. Open the Reading List now associated with the first separate (child) course
7. Click on the ... icon at the top of the Reading List
8. Select **Duplicate list**



- Unpublish
- Order Citations in All Sections
- Duplicate list**
- Lock
- Manage course association
- Configure list discussions
- Permalink
- LTI Direct Access
- Export
- Print
- View list as a student
- Display recent list changes
- Delete

9. Select **Manage course association**
10. Repeat steps 5 and 6