Sherpath: Course Setup – Create a New Course

NOTE: Depending upon the Sherpath collection you are using, the modules will be arranged either by topics or by book chapters.

Creating a New Course

1. To get started, click on the link to Sherpath within your course.
2. The welcome screen displays with two options: Create a new course or Copy an existing course.

NOTE: If this is the first time you are using a particular Sherpath collection, Create a new course will be the only option.

Welcome!
In order to get started, please choose from one of the following options.

3. Click the radio button next to Create a new course.
4. Date boxes will appear below.

Welcome!
In order to get started, please choose from one of the following options.

- Create a new course
- Copy an existing course

When does your course start?

mm / dd / yyyy

When does your course end?

mm / dd / yyyy
5. Click on the calendars in the date boxes to select the course start and end dates.

NOTE: Sherpath weeks run Sunday through Saturday. It is recommended to choose an end date a week past the actual date to allow for late submissions and to keep as a repository week for any unused modules.
6. Once the dates have been entered, click **CREATE YOUR COURSE!**

7. A Course Setup window will pop up, restating the dates and asking if they are correct.

8. Click **SUBMIT** to confirm.
9. The Course Plan page appears. You have created your new course!

END OF GUIDE