

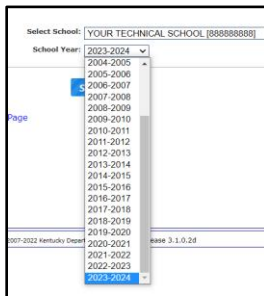
How to Identify Courses Offered in Your Pathways

READ EVERYTHING BEFORE YOU DO ANYTHING...

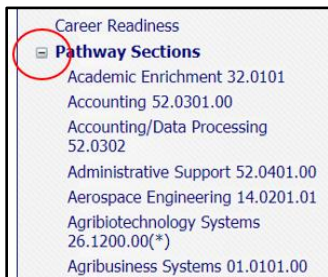
- The window to identify courses for the 23-24 school year is December 15, 2022 – May 15, 2023.
- If your course offerings are staggered due to limited staff, select the full four courses that will be offered during the two-year period.
- **PATHWAY MODIFICATIONS:** If you have been approved for or submitted a request for a pathway modification, select the course that **WOULD** be offered if the modification were not approved.
- Each category has a minimum and maximum number of courses that can be selected. If you do not follow the minimum/maximum indicators, you will receive an error message and be required to make corrections.
- Remember, you are preparing information for NEXT YEAR, not current year

Log in to TEDS.

1. Click on Select School and change year to 2023-2024, then click save.

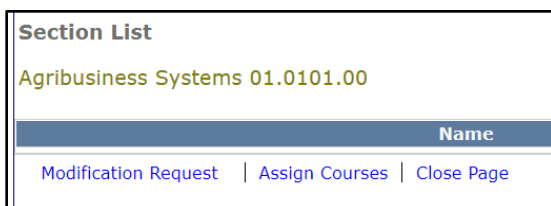


2. If you do not see your list of pathways, click + sign next to Pathway Sections then Click on a pathway to update/identify courses.



(figure 1)

3. Under Section List, select Assign Courses.



(figure 2)

NOTE: Each category has a minimum and maximum number of courses that can be selected. If you do not follow the minimum/maximum indicators, you will receive an error message and be required to make corrections.

- For each category, select the course(s) you will offer in the upcoming year and click the arrow to move it to the active field.

The screenshot shows a web interface for selecting courses for a pathway. At the top, there is a 'Pathway Description' field containing the text: 'Agribusiness systems contribute to the production, processing, marketing, distribution, financing and development of agricultural commodities and resources. This includes food, fiber, wood products, natural resources, horticulture and...'. Below this is a 'Co-op Requirement' field with the text: 'Co-op can only be taken after the first four credits are earned OR along with another course in the pathway OR if the student is enrolled in an approved pre-apprenticeship program.' There are five categories, each with a list of courses on the left and an empty box on the right. Blue arrows (<< and >>) are used to move courses between the list and the box. A 'Save' button is at the bottom.

| Category | Available Courses | Selected Courses |
|------------------|---|------------------|
| Category 1:(1-1) | Principles of Agricultural Science and Technology (030715) | |
| Category 2:(0-1) | AgriScience (030711) AgriScience (Science Credit) (030712) | |
| Category 3:(2-3) | Agribusiness/Farm Management (010131) Agriculture Employability Skills (010121) Agriculture Sales & Marketing (010111) Agriculture Communications (010110) | |
| Category 4:(0-1) | Greenhouse Technology (010641) Agricultural Education Internship (030791) | |
| Category 5:(0-1) | Agricultural Education Co-op (030790) | |

- Once all courses have been selected and moved to the boxes on the right, select SAVE.
- Repeat steps 2 through 4 for each pathway.
- ONCE YOU ARE FINISHED ENTERING DATA
 - Click on Select School and change year back to 2022-2023
 - Click save

NOTES

- Each category has a minimum and maximum number of courses that can be selected. If you do not follow the minimum/maximum indicators, you will receive an error message and be required to make corrections.
- PATHWAY MODIFICATIONS:** If you have been approved for or submitted a request for a pathway modification, select the course that **WOULD** be offered if the modification were not approved.
- If the pathway courses have not been identified by the deadline of May 15, 2023, the pathway will not be considered valid for the school year and may not be funded.
- Course selections can be changed until the deadline of May 15, 2023