Starting a Sustainability Course Attribute Proposal
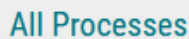
1. Login to Curriculog, https://pitt.curriculog.com/

   Login

2. Click New Proposal

   + New Proposal

3. Choose the Courses tab
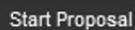
   | All Processes | Courses |

4. Navigate to the MCSI - Sustainability Attribute Approval process

   MCSI - Sustainability Attribute Approval
   ○○○
   3 mandatory 3 total

5. Click Start Proposal

   Start Proposal

6. Complete all the required and necessary fields.
7. Click Validate and Launch Proposal

   ✈ Validate and Launch Proposal

8. Locate the Decisions tab on the left column.
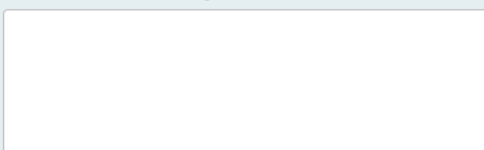
   ✔
   Decisions

9. Choose your option then click Make My Decision

   What would you like to do with this proposal?

   ● Approve   ○ Hold
   ○ Reject   ○ Suspend
                      ○ Cancel
                      ○ Custom Route

   Please comment on your decision below.

   Make My Decision