

1. Turning on the Course Materials Module

Action	Go to Administration > Local Administration > Library Settings Editor. Find the setting called "Opt Org Unit into the Course Materials Module". Set it to True for your Org Unit.
Expected result	The OPAC for that org unit will display a "Search for Courses" on its front page (next to Advanced Search and Browse the Catalog)

2. Adding a new course

Action	Go to Administration > Local Administration > Course Reserves List. Click the Create Course button and fill out the required fields. Use "20th Century Concerti" as the course name, and BR1 as the owning library
Expected result	The course list will refresh to show your new course (assuming the correct org units are displaying).

3.1 Adding a physical item to your course

Action	<p>Select the new course and choose "Edit" from the Actions menu. Click on the Course Materials tab. Under "Associate item", add barcodes for some items.</p> <p>Some example barcodes in the Concerto test data:</p> <ul style="list-style-type: none">• CONC4200092• CONC4400092• CONC41000624• CONC42000127• CONC42000128
Expected result	The course materials list will refresh to show your new course.

3.2 Adding a physical item from another library to your course

Action	<p>Select the new course and choose “Edit” from the Actions menu. Click on the Course Materials tab. Under “Associate item”, add a barcode for an item from another library.</p> <p>Some example barcodes from the Concerto test data:</p> <ul style="list-style-type: none">• CONC51000651• CONC4400097
Expected result	<p>The course materials list will alert you to let you know that this item is from another library.</p>

3.3 Adding a physical item to your course, and giving it some temporary attributes

Action	<p>Select the new course and choose “Edit” from the Actions menu. Click on the Course Materials tab. Under “Associate item”, add a barcode for an item. Add some temporary attributes before clicking the “Add Material” button.</p> <p>Some example barcodes from the Concerto test data:</p> <ul style="list-style-type: none">• CONC40000129• CONC4400094
Expected result	<p>The course materials list will refresh to show your new items, displaying their temporary attributes as well as their original attributes.</p>

3.4 Adding a brief record to your course

Action	<p>Go to your new course. Click on the Course Materials tab. Go to the “Associate brief record” sub-tab. Add a title and URL, then click Add material.</p>
--------	--

Expected result	The course materials list will refresh to show your new record.
-----------------	---

3.5 Adding an electronic resource to your course

Action	Add an electronic resource to your catalog (using located URIs or a transcendent bib source). Go to your new course. Click on the Course Materials tab. Go to the “Associate electronic resource from the catalog” sub-tab. Add your resource.
Expected result	The course materials list will refresh to show your new record.

3.6 Adding a user to your course

Action	Go to your new course. Click on the Course Users tab. Add several users, with a mixture of roles (some OPAC-visible, others not).
Expected result	The course materials list will refresh to show your new users.

4 Search for a course

Action	In the OPAC, click on “Search the Catalog”. In the title box, enter “Concerti”. Click search.
Expected result	The search results will include your course.

5.1 Browse for a course

Action	In the OPAC, click on “Browse the Catalog”. In the title box, enter “C”. Click Browse.
Expected result	Your course is listed on the browse list

5.2 Browse for a course by instructor.

Action	Turn on the "Browse by Instructor" setting in the Library Settings Editor. In the OPAC, click on "Browse the Catalog". Choose Browse by Instructor. In the title box, enter any letter. Click Browse.
Expected result	The public roles you entered in test 3.6 appear in the Browse list.

7.1 Create a term

Action	Go to Administration > Local Administration > Course Reserves List. Click the Terms tab. Click the New Term button and fill out the required fields.
Expected result	The term list will refresh to show your new term (assuming the correct org units are displaying).

7.2 Associate a course with one or more terms from the course list

Action	Go to Administration > Local Administration > Course Reserves List. Click the Terms taught link. Add an entry to associate your course with a specific term.
Expected result	The list of course/term mappings will update to display your new mapping.

7.3 Associate a course with one or more terms from the course list

Action	Go to Administration > Local Administration > Course Reserves List. Select a course and choose “Edit” from the Actions menu. Click the Course terms tab. Add a term.
Expected result	The list of course/term mappings will update to display your new mapping.

8.1 Create new roles for course users

Action	Go to Administration > Local Administration > Course Reserves List. Click the Course Roles tab. Click the New Role button and fill out the required fields to create two new roles: <ul style="list-style-type: none"> • Waitlisted student (not public) • Guest lecturer (public)
Expected result	The role list will refresh to show your new roles.

8.2 Make sure that you can apply the new roles to your users

Action	Go to a course. Click on the Course Users tab. Add several users, with a mixture of your new roles.
Expected result	The course materials list will refresh to show your new users.