

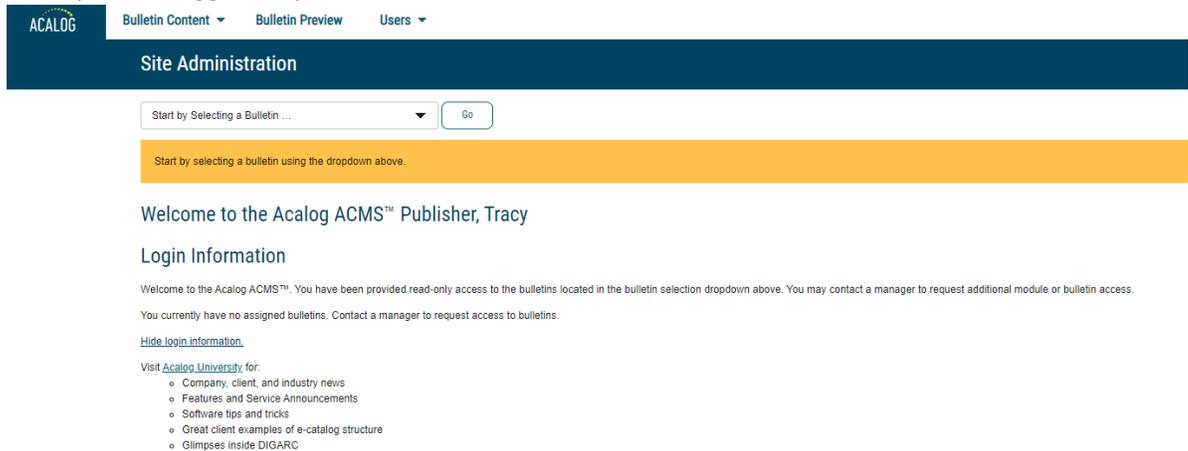
Acalog Bulletin Review

1. Go to <https://apsu.acalogadmin.com/login.php>



The image shows the Acalog logo at the top, which consists of the word "ACALOG" in a bold, blue, sans-serif font. Above the letters "A", "C", and "A" is a decorative arc of yellow and green squares. Below the logo is a "Sign In" form. The form has a white background and a thin border. It contains two input fields: "Username:" and "Password:". Below the password field is a blue "Sign In" button. The form is set against a light blue background.

2. Username will be the first part of the email excluding @apsu.edu (example: obrienjr@apsu.edu username would be obrienjr)
3. First time users will utilize 12345678 as the initial password and then you may change it as desired. Please note Acalog does not utilize the single sign on feature.
4. If you do not remember your password please email obrienjr@apsu.edu to have the password reset.
5. Once you are logged in, you should see the below screen



The image is a screenshot of the Acalog Site Administration dashboard. At the top, there is a dark blue navigation bar with the Acalog logo on the left and three menu items: "Bulletin Content", "Bulletin Preview", and "Users". Below the navigation bar is a white box with the text "Site Administration". Underneath this is a search bar with the placeholder text "Start by Selecting a Bulletin ..." and a "Go" button. Below the search bar is a yellow banner with the text "Start by selecting a bulletin using the dropdown above." The main content area is white and contains the following text: "Welcome to the Acalog ACMS™ Publisher, Tracy", "Login Information", "Welcome to the Acalog ACMS™. You have been provided read-only access to the bulletins located in the bulletin selection dropdown above. You may contact a manager to request additional module or bulletin access.", "You currently have no assigned bulletins. Contact a manager to request access to bulletins.", "[Hide login information.](#)", "Visit [Acalog University](#) for:", and a bulleted list: "Company, client, and industry news", "Features and Service Announcements", "Software tips and tricks", "Great client examples of e-catalog structure", and "Glimpses inside DIGARC".

6. Select Bulletin Preview from the top

7. The next screen will show the bulletins assigned to you. This may include past bulletin, which you will just disregard. The most recent bulletin will be listed at the bottom.

8. To the right of the appropriate bulletin you will see a button for preview. Select Preview

9. This will take you to the bulletin page

2023-2024 Undergraduate Bulletin In Progress



Austin Peay State University
601 College Street
Clarksville, TN 37040

Undergraduate Bulletin
2023-2024

WWW.APSU.EDU

10. Suggested items to edit:

- a. Visit the link from the College page on the left-hand side navigation bar

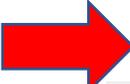
College of Arts and Letters
College of Behavioral and Health Sciences
College of Business
College of Education
College of Science, Technology, Engineering, and Mathematics
Student Success

the security and confidentiality of information sent to an email provider.

While APSU email is the official communication system, students are strongly encouraged to use the Desire-2-Learn email system for course materials. **For all online courses, L instructors and students.** Failure to promptly respond to an email address will not excuse a student from the responsibility contained therein for any Web-based courses. Students should use the D2L email system whenever possible.

Students must accept the responsibility for the completion of their degrees they are pursuing. Therefore, schedule changes and semester are required before the student can

- b. Visit the link for the Majors, Concentration and Minors

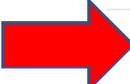
Austin Peay Center at Fort Campbell
Distance Education
 Majors, Concentrations & Minors
Sample Degree Plans
General Education
College of Arts and Letters

...

The Class Schedule is published in the Bulletin; the online Schedule is available on the website.

Every effort will be made to ensure that this Bulletin. APSU email information to all students. APSU email address to APSU email address will extend/delay deadline: on a daily basis for me forwarding AP Mail email; the security and confidentiality of information sent to an email provider.

- c. Visit the link for the sample plans

Austin Peay Center at Fort Campbell
Distance Education
Majors, Concentrations & Minors
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General Education
College of Arts and Letters

...

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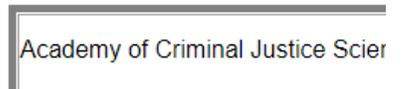
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d. Visit the link for the course descriptions

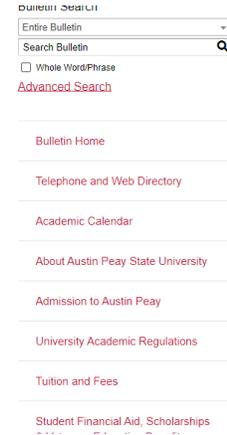


Students must accept the responsibility for the degrees they are pursuing. Therefore, certain prerequisites are required before the start of the semester.

The University is a member of the



e. Then you will put in the appropriate prefix or scroll through the list to select and review courses.



Course Descriptions

Filter this list of courses using course prefix, course code, keywords or any combination.

Prefix:	Code or Number:	Type:	Keyword or Phrase:
All prefixes...		All types...	

Find whole word or phrase only

Filter

Other Courses

- [APSU MIDCO - Reserved for Middle College](#)
- [AVI 3020 - Aerodynamics](#)
- [AVI 3060 - Rotor-Wing Aircraft Design](#)
- [CSCI 2500 - Discrete Structures](#)
- [CSCI 3900 - Internship](#)
- [CSCI 4100 - Operating Systems and Architecture](#)

- f. I would also suggest looking at the information under the Department heading from the college page.

College of Arts and Letters



Location: Harned Hall, 132
Phone: 931-221-6445; Fax: 931-221-1024
E-mail: jonesb@apsu.edu
Website: www.apsu.edu/coal/

The College of Arts and Letters includes the departments of Art and Design, Communication, History and Philosophy, Languages and Literature, Music, Theatre and Dance. Programs in African American Studies, International Studies, and Women's and Gender Studies provide additional minors for all majors on campus. The college also houses the Center of Excellence in the Creative Arts. These academic departments and programs are central to the arts mission of the University. Thinking critical and creativity, communicating effectively, learning about cultural diversity, and developing scholarship and lifelong learning skills are a few of the educational goals courses in the College of Arts and Letters provides.

Department of Art and Design

[Go to information for this department.](#)

- g. Click on the department link to see the appropriate information

Department of Art and Design



← Return to: [College of Arts and Letters](#)

College of Arts and Letters

Location: Art and Design, 235
Phone: 931-221-7333
Website: www.apsu.edu/art/

Programs

- [Animation and Visual Effects Concentration BFA](#)
- [Art \(B.A.\)](#)
- [Art \(B.F.A.\)](#)
- [Art Education Concentration](#)
- [Art History Concentration](#)
- [Art History Minor](#)
- [Graphic Design Concentration BFA](#)
- [Graphic Design Minor](#)
- [Photography Minor](#)
- [Studio Art Concentration](#)
- [Studio Art Concentration BFA](#)
- [Studio Art Minor](#)

← Return to: [College of Arts and Letters](#)

- h. Information on appropriate contacts, coordinators, room numbers, phone numbers, emails and websites should all be reviewed and updated appropriately. It is also acceptable to use a generic phone or email as sometimes these contacts may change throughout the semester.

Changes to sample plans may be easily made as long as there are no course changes (additions or removals) that were not approved via the appropriate program modification form or new program form in Curriculog.

Edits do not need to be in a specific format. Please utilize the best and easiest format for you. Suggestions for editing would be:

1. Copy into word and used tracked changes
2. Print and write edits on document and scan and send.

If it is a simple change such as update the phone number under Criminal Justice an email will suffice for that change but more complex or multiple changes, I would prefer the document outlining those updates.

Please contact me for any questions or issues:

Jasmine O'Brien
Curriculum Coordinator
(931) 221-6243
obrienjr@apsu.edu