

Course Replacement/Versioning Options

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1. Overview

Cornerstone's course publishing tool enables valid SCORM 1.2/2004 or AICC content to be uploaded as an eLearning object/course (Learning Object/ LO) into the Cornerstone platform. This document will focus on what options an administrator has when the initial content uploaded requires modification – course replacement, course reversioning or creating a completely new course altogether – and when to use each option.

The information provided below is from a variety of sources, including reference material on the Cornerstone Client Success Center, CSOD Help files and internal research/documentation.

2. Course Publishing Options

2.1 Course Replacement

Course replacement is allowed when the structure of the course has not changed. For example, if a course is published and then it's noticed that a spelling mistake exists or perhaps a sentence that wasn't quite clear. Once the original course files have been corrected/modified in the eLearning authoring tool, that course can be republished and replace the existing course.

Process

The attached document "How to Replace Course File in 3 easy steps", outlines the course replacement process, including how to determine if the file structure is the same.

Behavior

Replacing a course causes any users that have the course on their transcript to instantly have the replaced version available to them the next time they launch the course from their transcript.

2.2 Course Reversioning

Course Reversioning creates a new version of an existing course – for example from Version 1.0 to Version 2.0. Reversioning is used when the structure or

manifest of a course changes - for example, updated content, new slides, a quiz, etc.

Process

To reversion an existing course, the revised course should be saved with the same title as had been used the first time the course was published. Using the Course Publisher tool, a new publication is created and the new courses files uploaded. When adding the new publication the Provider name must be the same as the original course. It is at this time, that the new and the existing versions are linked together by clicking then "Create New Version of Existing Course" link prior to publishing the new version. This will make a new version of the old course and increase the course version number by one. It is also possible to manually increase/modify the version number at this time if needed.

Behavior

As an individual LO in the Transcript

- Users who have completed the original course will not see the new version on their transcripts.
- Users who have the course on any of their transcripts (active, archive or removed), and in any status from Registered through to Completion will not see the new version on their transcripts.
- Users who have never acquired/activated the course will receive the new version of the course.
- If the course has recurrence enabled and is In Progress, the user must finish previous version, before the new version can be requested/reassigned to the user.

When in a curriculum

What happens when a course is reversioned when it is part of a curriculum depends on the state of the LO within the curriculum at the time of reversioning.

Course is Not Activated/Approved

- The user will receive the new version automatically when they Activate/Register for the course.
- If the course is removed from the curriculum it will also be removed from the user's transcript as it hadn't been activated. It will not go on the transcript as an individual item.

Course is Registered/ In Progress/Completed

- Users Registered/In Progress/Completed will not get the new version.
- If the curriculum structure is modified and the course is removed then re-added to the curriculum:
 - Users do not get the new version
 - Old version stays in the transcript
- If the curriculum structure is modified and the course is removed:
 - The removed item will be placed onto the user transcript as an individual transcript item.
- If the user has already has completed the previous version outside of the curriculum and a new version is assigned as part of the curriculum, they will not get the new version.
- If the user is proxy enrolled into the course and force enrollment is NOT selected:
 - Course is added to their transcript as a separate item, and is in the same status as was in curriculum.
 - Does not assign new version.
- If the user is proxy enrolled in the course and force enrollment IS selected:
 - Course is added to their transcript as a separate item
 - Does assign a new version as it sets the course back to Registered.

Catalog Management

- After the course is reversioned, if one version as inactivated, all versions are inactivated.
- Most attributes (e.g. subjects, availability) are not passed on to the new version – they must be added to the new version
- Recurrence options do pass over, but must be selected prior to reversioning.

2.3 Creating a new course (new LO / new LOID)

Creating a new course (not replacing or reversioning) will create a whole new LO – with a different, unique object ID. In this case, the administrator will have to manage the availability or inactivate previous “versions” of the course and set all the course attributes and availability each time a new “version” is created. This option can carry more administrative overhead. The benefit of

this option is that you can prevent users from completing or retaking a prior “version” of the course and assign them the new version if needed.

Process

The process here is as it would be for a brand new course. Use the Course Publisher tool to upload the course files and publish it. There is no systematic link between the existing version and the new version of the course.

Behavior

User Transcript

- The user will have multiple line items on their transcript for each “version” of the course (because CSOD sees them as all totally unique courses) and may be able to search for and request the “wrong” version if availability/inactivation is not handled appropriately.

Curriculum

- If added to a version of a curriculum, the course will be applied to users who are In Progress/Not Started.

Catalog Management

- Use Learning Object equivalencies to manage the relationship between this “version” of the course and any other prior “versions”. E.g. if a user requests this course, but has completed a prior “version” of the course it will automatically be marked as “Completed Equivalent”.