

Importing data from a previous year's syllabus into the form for the syllabus of an upcoming academic year

Step 1: After going to the “course syllabus” section of the “教員事務 WEB” (instructor admin) area of the Aogaku Portal, scroll down to a syllabus that you wish to edit. Then, click on the blue characters that mean “text input.”

2014	5123601	[青山]土4 (前期)	研究指導演習VII	DIAS,J.V.	2	英米文学 (博後)	入稿する	プレビューする	編集中	必要	2014/02/10(14:33:2
2014	5125701	[青山]土4 (後期)	研究指導演習VIII	DIAS,J.V.	2	英米文学 (博後)	入稿する	プレビューする	編集中	必要	2014/02/10(14:34:0
2014	5127601	[青山]土5 (前期)	研究指導演習IX	DIAS,J.V.	2	英米文学 (博後)	入稿する	プレビューする	編集中	必要	2014/02/10(14:35:0
2014	5129901	[青山]土5 (後期)	研究指導演習X	DIAS,J.V.	2	英米文学 (博後)	入稿する	プレビューする	編集中	必要	2014/02/10(14:35:5
2014	4153001	[青山]不定 (通年)	卒業論文	DIAS,J.V.	8	第二部英米文学科	入稿する	プレビューする	完了	必要	2014/02/10(16:31:3

Scroll to course that requires a syllabus. Click on text input

Step 2: When the blank syllabus form appears for a course that will be taught in the upcoming academic year, click on the button (at the top of the page) for accessing and copying a previous year's syllabus.

年度/Academic Year	2014
授業科目名/Course Title (Japanese)	研究指導演習X
英文科目名/Course Title (English)	Research Guidance X
学期/Semester	後期
単位/Credits	2
教員名/Instructor (Japanese)	DIAS,J.V.
英文氏名/Instructor (English)	DIAS, Joseph V.

Click on button for accessing previous year's syllabi.

Importing data from a previous year's syllabus into the form for the syllabus of an upcoming academic year

Step 3: Then, scroll down to the course with the syllabus you wish to import into the syllabus form of the upcoming academic year. If your list of courses is long, you may have to navigate to the second page of the listings (see numbers on the lower left side of screen). Click on "copy source."

2013	1380802	[青山]金3 (前期) /金4 (ペア)	I E Seminar A	DIAS,J.V.	4	英米文学科	入稿する	コピー元選択	完了
2013	1380902	[青山]金3 (後期) /金4 (ペア)	I E Seminar A	DIAS,J.V.	4	英米文学科	入稿する	コピー元選択	完了
2013	1389601	[青山]土3 (通年)	特別演習 (卒業論文)	DIAS,J.V.	8	英米文学科	入稿する	コピー元選択	完了
2013	1389602	[青山]土3 (通年)	特別演習 (卒業論文)	DIAS,J.V.	8	英米文学科	入稿する	コピー元選択	完了
2013	4159701	[青山]不定 (通年)	卒業論文	DIAS,J.V.	8	第二部英米文学科	入稿する	コピー元選択	完了
2013	4159702	[青山]不定 (通年)	卒業論文	DIAS,J.V.	8	第二部英米文学科	入稿する	コピー元選択	完了

1 2

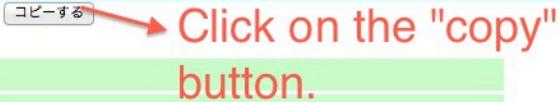
1) Scroll to a syllabus that you wish to copy.

2) Click on "copy source."

Importing data from a previous year's syllabus into the form for the syllabus of an upcoming academic year

Step 4: When the syllabus to be copied appears on the screen, click on the “copy” button at the top of the page.

コピー元参照

コピーする 

年度/Academic Year	2013		
授業科目名/Course Title (Japanese)	卒業論文		
英文科目名/Course Title (English)	Undergraduate Research		
学期/Semester	通年	単位/Credits	8
教員名/Instructor (Japanese)	DIAS,J.V.		
英文氏名/Instructor (English)			

講義概要/Course description

Undergraduate Thesis Writing
Undergraduate research and thesis supervision will be conducted in the following areas:

- * TESOL (Teaching English to Speakers of Other Languages)
- * ESP (English for Specific Purposes -- particularly health care settings)
- * CALL (Computer Assisted Language Learning)
- * Curriculum and Program Development

達成目標/Course objectives

Students will learn how to...

- * read and understand the structure of academic articles.
- * conduct library and Internet research to seek out and research a topic of interest.
- * create a thesis statement.
- * make a research plan.
- * write an outline.
- * gather data in a systematic way.
- * use a variety of analytic tools to interpret results
- * write a coherent and comprehensible thesis.
- * use academic conventions for citing sources and to properly quote, summarize and paraphrase.

Importing data from a previous year's syllabus into the form for the syllabus of an upcoming academic year

Step 5: After clicking the “copy” button, the content from the previous year’s syllabus will automatically be exported to the syllabus form for the upcoming year. It can be edited to reflect any changes you wish to make to it, and then saved.

既存ページからコピー

年度/Academic Year	2014		
授業科目名/Course Title (Japanese)	研究指導演習 X		
英文科目名/Course Title (English)	Research Guidance X		
学期/Semester	後期	単位/Credits	2
教員名/Instructor (Japanese)	DIAS,J.V.		
英文氏名/Instructor (English)	DIAS, Joseph V.		

講義概要/Course description

Students will be advised in these areas:

- * TESOL (Teaching English to Speakers of Other Languages)
- * Conversation Analysis
- * ESP (English for Specific Purposes -- particularly health care settings)
- * CALL (Computer Assisted Language Learning)
- * Curriculum and Program Development

達成目標/Course objectives ※入力必須

Guidance will be given as appropriate for the thesis themes selected by students.

履修条件 (事前に履修しておくことが望ましい科目など) /Prerequisite

[編集]

授業計画/Lecture plan ※入力必須 (入力必要回数)。定期試験は含まない。

チェックした項目の削除/項目順の反映

削除	講義回	※入力必要回数 : 15
<input type="checkbox"/>	1	授業計画 [編集] Guidance will be given as appropriate for the thesis themes selected by students. 事前学習 事後学習

[項目の追加]