

# Skill Syllabus Process

## Create Syllabus, Learning Labels, Get to Students

Once you create a new Skill Syllabus, you want to get the syllabus to your students. There are three levels of access: Public, Private, and Private-Strict.

After selecting the type of access, the system automatically produces a set of instructions for the syllabus. These instructions might get pasted into an email distribution list or put on a website for the course (if approved by your college).

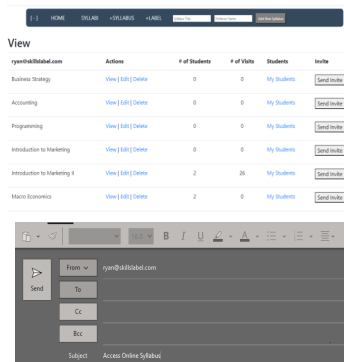
As students follow the instructions and sign up, there is a list to manage and approve them for the course.

### [Short 3 Minute Video on Skill Syllabus](#)

## Start the Process

- Register for new account (if not already done so).
- Create a Skills Syllabus. Create learning labels.
- Set access (security): Public, Private, or Private-Strict.
- Email auto-generated instructions to students OR post them on a course description page (if college approves).
- Manage their responses. See their views. (For Private-Strict, verify the students.)
- Modify syllabus and add learning labels when necessary.

[www.skillsyllabus.com](http://www.skillsyllabus.com)



View	Actions	# of Students	# of Views	Students	Tools
Business Strategy	<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	0	0	<a href="#">My Students</a>	<a href="#">Send Instructions</a>
Accounting	<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	0	0	<a href="#">My Students</a>	<a href="#">Send Instructions</a>
Programming	<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	0	0	<a href="#">My Students</a>	<a href="#">Send Instructions</a>
Introduction to Marketing	<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	0	0	<a href="#">My Students</a>	<a href="#">Send Instructions</a>
Introduction to Marketing II	<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	2	20	<a href="#">My Students</a>	<a href="#">Send Instructions</a>
Macro Economics	<a href="#">View</a>   <a href="#">Edit</a>   <a href="#">Delete</a>	2	0	<a href="#">My Students</a>	<a href="#">Send Instructions</a>

Macro Economics

To access syllabus online and in apps:

1. If you do not have an account, register: [Register Learner](#)
2. Log into your account: [www.skillsyllabus.com](http://www.skillsyllabus.com)
3. Go to the syllabus: click this link: <https://www.skillsyllabus.com/out/label/real/40748>

## Free to Signup and Use

For this next semester, use of the patent pending learning labels system is free.

This includes access to the website application and any of the Google Android and Microsoft Windows 10 apps.

## Signup

## Frequently Asked Questions (FAQs)

### What if I already have a syllabus? What if the format is mandated by my college?

There are many very good reasons to use a Skill Syllabus regardless if it is used as the primary syllabus for your course. Two big ones include: defining your teaching in skills; and access to a series of Android, Windows 10, and web apps.

If you already have a syllabus, then use it as a guide to create a Skill Syllabus (copy and paste the fields). All the fields should match up.

If there is a format or requirement by your college, then either use both syllabi or use the Skill Syllabus as a container for learning labels. (By design, Skill Syllabus only requires two fields to create.) The skills data from the learning labels assigned to the syllabus gets summarized automatically.

### Does content for a Skill Syllabus and learning labels overlap what is accomplished with a LMS?

The learning labels system is designed to work across LMSs, not compete with them. Obviously the Skill Syllabus represents a course (many of the fields are the same), but the Skill Syllabus puts them in rich text (composition) and printable as a PDF.

Learning labels represent assignments and tasks. The patent pending representation is a definition of learning expectations in skills and skill quantifiers. Currently, there is a single click integration with Google Classroom. Our team would like to do the same with other LMS providers, but for now our team recommends using the unique URL of the learning labels.

### Is a Skill Syllabus secure?

There are three access levels: Public, Private, Private-Strict. Anyone on the Internet could view a 'Public' Skill Syllabus. In practice, many syllabus are publicly available. They are criteria for students deciding whether or not to take a course.

To add a syllabus (they get access in the apps and you see them in a course list), all of them require a valid logged-in account. Private requires entering a one time password key. Private-Strict is the same as Private, but also requires your approval.

To remove your name from our mailing list, please [click here](#).

Questions or comments? E-mail us at [info@skillslabel.com](mailto:info@skillslabel.com) or call (585) 633-5835