



Clárann UCD | UCD Registry

Curriculum Management Reports Checklist

I want to:	InfoHub Report
Check CMS access for staff and faculty in my School	Curriculum Management Access Roles
View modules in my School for current and previous Academic Years	Curriculum Management - School Module Summary – View by Subject & Level
Do a keyword search of the entire module catalogue for all Schools/Academic Years	Curriculum Management - School Module Summary – Keyword Search
View details of modules I coordinate / modules in my School that are missing mandatory data	Modules Missing Data
Details of all modules for which you are currently the Module Coordinator and who else has access	Manage My Modules – Who has Access?
View details recorded in specific descriptor sections for all modules in my School, e.g. remediation, learning outcomes, etc	Curriculum Management - School Module Summary – View by Subject & Level – Search Module Descriptor Sections
View a week-by-week breakdown of all assessment strategies and timings for modules in my School	Assessment Workload Reporting
View details of module / major/ programme derogations approved for my School/Governing Board	Module Derogations / Major Derogations / Programme Derogations
Generate a PDF of all module descriptors linked to a major/stage	Structures by Major – Click to View Majors/Stage – Combined PDF (all modules)
View core and option modules linked to a major/stage	Structures by Major
View details recorded in specific descriptor sections for all modules on a major/stage, e.g. remediation, assessment strategies, requirements/prior learning	Structures by Major – Click to View Majors/Stage – Search Module Descriptor sections
Review inactive modules linked to majors/stages; majors/stages with no associated modules; option rules with no associated modules	Majors Missing Data
View all module CRNs by Academic Year (including resits)	Module CRNs by Academic Year and School

Useful Links

- All reports available via [Curriculum, Module Capacity & Timetabling](#) menu on InfoHub
- If you wish to convert a PDF report to an editable format, we recommend [Nitro Sign](#) (available from UCD IT Services)
- Contact your [Curriculum College Liaison](#)

