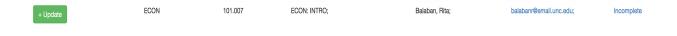
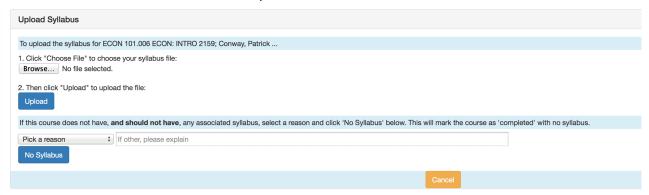
Online Syllabus Management

Faculty instructions

- 1. Sign in with your onyen and password at https://osm.oasis.unc.edu
- 2. Select the current term, and review the list of class sections for which you are listed as primary instructor.
- 3. For each class section in 'Incomplete' status, click the '+Update' button.

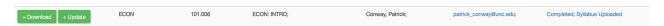


4. Follow the instructions on the upload form.



Note: You have the option to a. upload your syllabus, b. mark the class as 'No Syllabus', or c. cancel the upload. When marking the class as 'No Syllabus,' please follow any specific directions from your unit.

After the upload form is submitted, the selected class section's status column should now display as 'Completed.' The syllabus may be downloaded by clicking the '+Download' button. If you need to upload a new syllabus, select the '+Update' button to upload again.



5. After completing all listed class sections, click <u>Logout</u> in the top right corner. If you have questions about any class section, or would like to request help using the application, please send an email to <u>help-appsdev@unc.edu</u>.

Logout