

Date	Title	Chapter	Page
4-11	COURSE DISTRIBUTION SPECIFICATIONS	IV	C.1

INTRODUCTION

These specifications describe the data that is provided to assist institutions in establishing and maintaining equivalencies for courses at the University of Wisconsin System (UWS) and the Wisconsin Technical College System (WTCS) institutions. The UWS courses include those offered at the UW Colleges (formerly the UW Centers), the UWS baccalaureate institutions, and the Independent Study (Learning) university credit courses from UW Extension. The WTCS courses include the liberal arts (college parallel) courses offered at five districts and the applied associate degree courses offered at all districts. Information about the population and format of the data are included in this document as well as some data definitions.

COURSE POPULATION

The course population for any TIS distribution is a subset of all active and inactive undergraduate courses available to be offered at each institution in the fall term, 1989. The population may include either the lower level (freshman/sophomore) courses or all undergraduate courses from any of the UWS baccalaureate institutions, the Independent Study (Learning) university credit courses from UW Extension, and the courses offered by the UW Colleges. The distributions also include course information for the liberal arts (college parallel) and applied associate degree courses from the WTCS institutions.

A lower level course is defined as a course generally taken by students at the freshman or sophomore level at the institution that offers the course. Lower level courses include those designated as "preparatory/pre-collegiate/remedial". Institutions, which do not use the "lower"/"upper" coding scheme for level, have supplied TIS with the criteria used in identifying freshman/sophomore courses.

When multiple versions of a course have been reported to TIS, each with an effective date of fall, 1989 or later, the distribution population may include all versions or only currently active courses.

DISTRIBUTIONS

Course Distributions are available in the following formats:

1. Static Course Distribution Reports (in PDF format) are available in the Static Reports area of the TIS Reports section within the TIS On-line Maintenance System. Users do not need to be logged in to the TIS On-line Maintenance System to access the static course distribution reports.

The reports are located in a subsection of the Reports section of the website. To locate the distribution reports, go to the Reports section, scroll down to Static Reports, and click on Course Distribution Reports. The next screen will list the two reports, along with the date they were created.

crs_distribution_report_all.pdf includes all undergraduate courses from all UWS baccalaureate institutions, UW-Extension independent study courses, and WTCS liberal arts (college parallel) and applied associate degree courses. When saved locally, the full report name

Date	Title	Chapter	Page
4-11	COURSE DISTRIBUTION SPECIFICATIONS	IV	C.2

will be viewable: crs_distribution_report_all_MMDDYYYY. The report is current as of the date it was created, represented by MMDDYYYY (e.g. 01312011 for January 31, 2011).

crs_distribution_report_fs.pdf includes all lower level (freshman/sophomore) courses from all UWS baccalaureate institutions, UW-Extension independent study courses, and WTCS liberal arts (college parallel) and applied associate degree courses. When saved locally, the full report name will be viewable: crs_distribution_report_fs_MMDDYYYY. The report is current as of the date it was created, represented by MMDDYYYY (e.g. 01312011 for January 31, 2011).

2. Dynamic Course Distribution Reports can be generated for a specific institution within the TIS Reports section within the TIS On-line Maintenance System. The dynamic reports are only available to users who are logged into the TIS Maintenance System. The report lists each course on the TIS data base offered at the selected institution.

Options include selecting either all courses or only freshman/sophomore level courses, current courses (with active status) or both current and historical versions of courses. The reports can be exported in one of the following formats:

- o CSV (for loading into Excel)
- o Excel
- o XML
- o PDF (for direct printing)

CONTACTS

Contact the TIS Project Coordinator at (608) 262-6718 with any general questions about the distribution. Contact the TIS Technical Coordinator at (608) 265-2097 about any physical problems with a TIS distribution file.

Date	Title	Chapter	Page
4-11	COURSE DISTRIBUTION SPECIFICATIONS	IV	C.3

DISTRIBUTION REPORT DATA ITEMS

Refer to the Data Element Definitions Section in the TIS Course Specifications and/or the Data Element Dictionary for further information.

Department/Curricular Area Header (Static Report only)

DEPARTMENT ABBREVIATION

DEPARTMENT/CURRICULAR AREA NAME

BEGIN YEAR/TERM

END YEAR/TERM

INSTITUTION ID

INSTITUTION ABBREVIATION (Static Report only)

COURSE CURRICULAR AREA CODE

COURSE DEPARTMENT CODE

COURSE DEPARTMENT ABBREVIATION

COURSE NUMBER/SUFFIX

COURSE TITLE

COURSE BEGIN YEAR/TERM

COURSE END YEAR/TERM

COURSE MINIMUM CREDITS

COURSE MAXIMUM CREDITS

COURSE LEVEL

COURSE LAB TYPE

COURSE LAB INDICATOR

COURSE CALENDAR

COURSE STATUS

WTCS COURSE TYPE

COURSE GENERAL EDUCATION (BREADTH) DESIGNATIONS (Static Report only)

PREVIOUS COURSE BEGIN YEAR/TERM (Static Report only)

PREVIOUS COURSE DEPARTMENT ID (Static Report only)

PREVIOUS COURSE NUMBER/SUFFIX (Static Report only)