

ACCESS CURRICULOG

Choose a browser:

Recommended:



Not compatible with:



You may login [CURRICULOG](#) from

1. the [UGS website](#) or
2. [MyCalStateLA](#)

Approach I: Form the UGS website

[1] Go to [the UGS website](#), look up [Curriculum Resources](#) from the left column menu.

[2] Click on the logo:

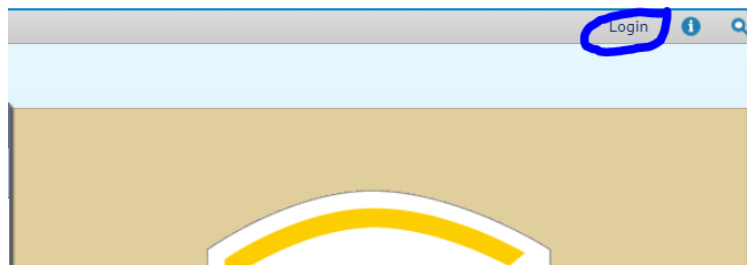
Curriculum Resources

CURRICULUM PROPOSALS



Deadline for Proposals to Reach University Review

[3] Login with your Credential

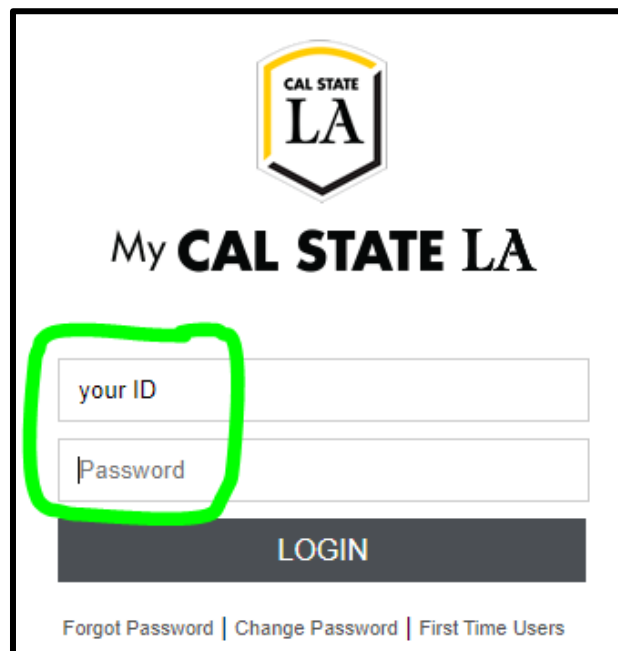
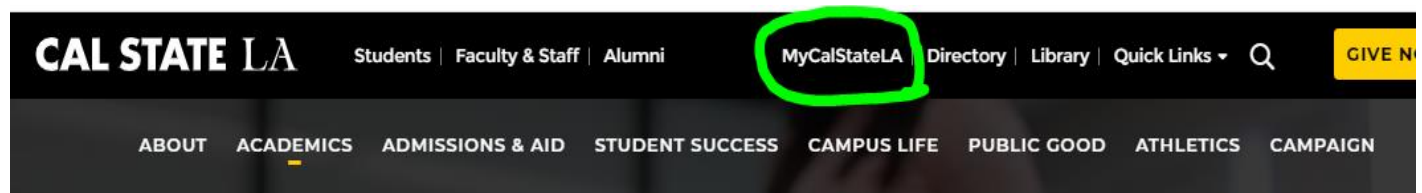
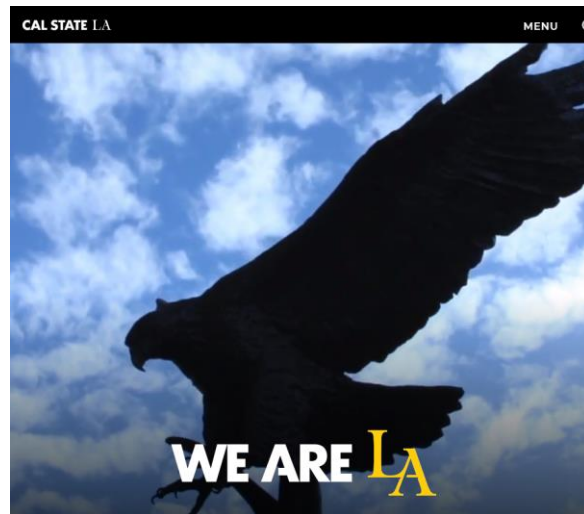


[4] Continue on page 4 (skip pages 2 and 3)

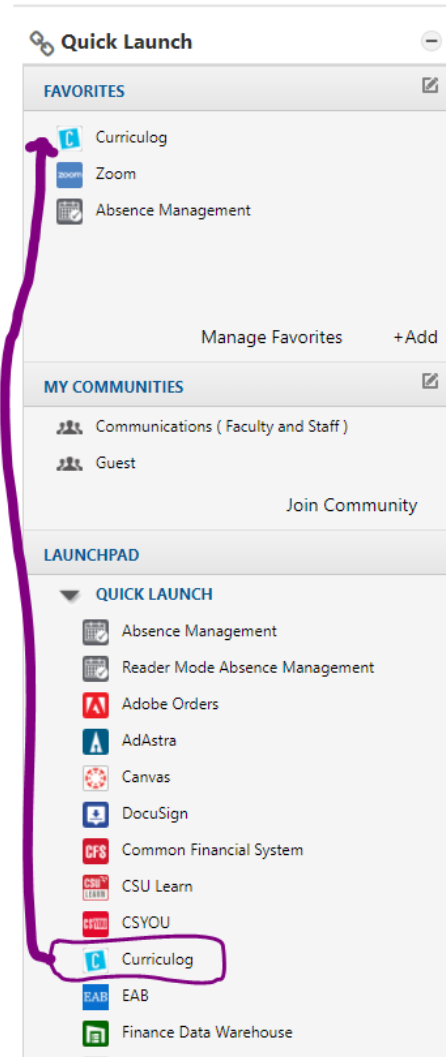
Approach II: Form MyCalStateLA

[1] Go to the University website: <http://www.calstatela.edu/>

On the banner, click on **MyCalStateLA** and login with your credential.

A screenshot of the MyCalStateLA login form. At the top is the Cal State LA logo. Below it is the text "My CAL STATE LA". There are two input fields: the first is labeled "your ID" and the second is labeled "Password". Both input fields are circled in green. Below the input fields is a dark grey "LOGIN" button. At the bottom of the form are links for "Forgot Password", "Change Password", and "First Time Users".

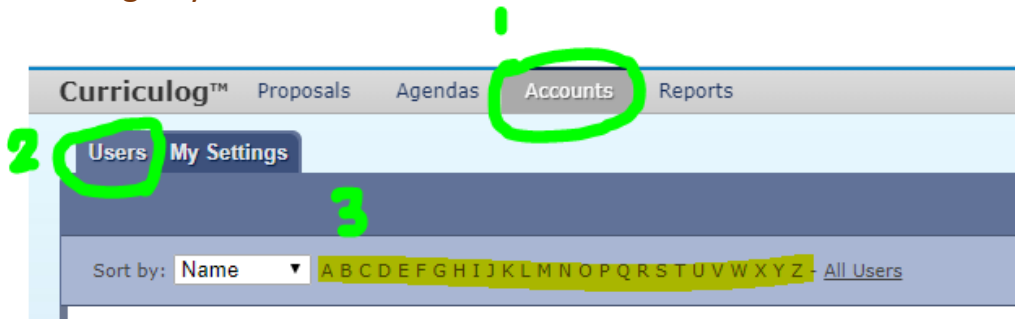
[2] Drag and drop the **Curriculog** icon to the **FAVORITES** box for quick access next time. Then, click on the icon.



[3] Login with your Credential



[4] Check the setting of your Account:



If your name is not listed, go to next page.



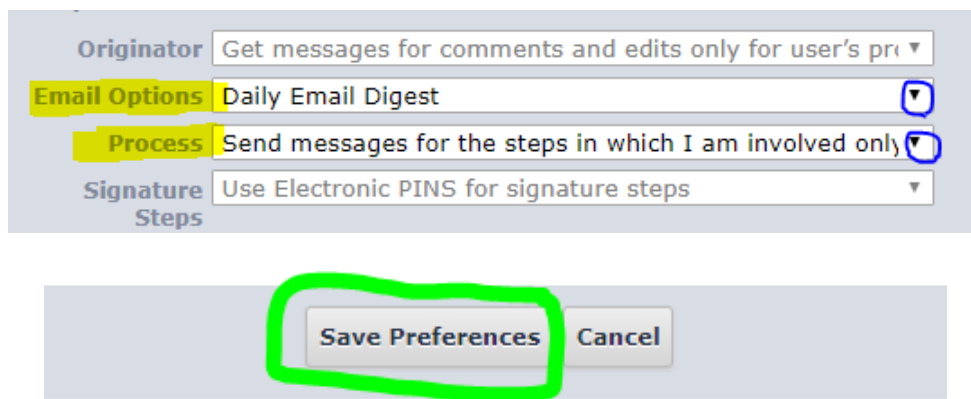
[5] Click on your name to open your Account Summary.

Check if all your roles are presented. If no roles or the setting is incorrect, refer to the instruction on next page.



[6] Set your email options in the User Rights section at the bottom. Save your preferences.


Based on the **Email Options** of your preference, Curriculog will deliver email when a proposal needs your attention (or your response).



[7] If your account has any of these Issues

- **“Duplicate accounts”** - DO NOT attempt to make any changes or delete any of them.
- **“No roles has been assigned to this user”** – you should have at least one role.
- **“Incorrect role(s)”** - wrong department, or committee etc.





For examples:

Abed, Mohammed Kamal PHIL Faculty - Department of Philosophy
Acevedo, Emily POLS Faculty - Department of Political Science, Off-Grid Advisory Committee - Ca...
Acevedo, Henry No roles have been assigned to this user. 
Acevedo, Henry No roles have been assigned to this user.
Adamian, Martin Department of Political Science Committee - Department of Political Science, Hon...

Roles

Chosen Roles **No roles have been assigned to this user.**

Chosen Roles

-  Department of **Communication Studies Committee** 
-  Department of **Biological Sciences Chair**
-  COMM Faculty

What should you do?

1. Please send an email to UGS at curriculog@calstatela.edu immediately.
2. On the email subject line, indicate the issue; in the context, please provide update information and specify your user name.
3. UGS will get back to you upon the issue is fixed.