

How to find a Course Guide

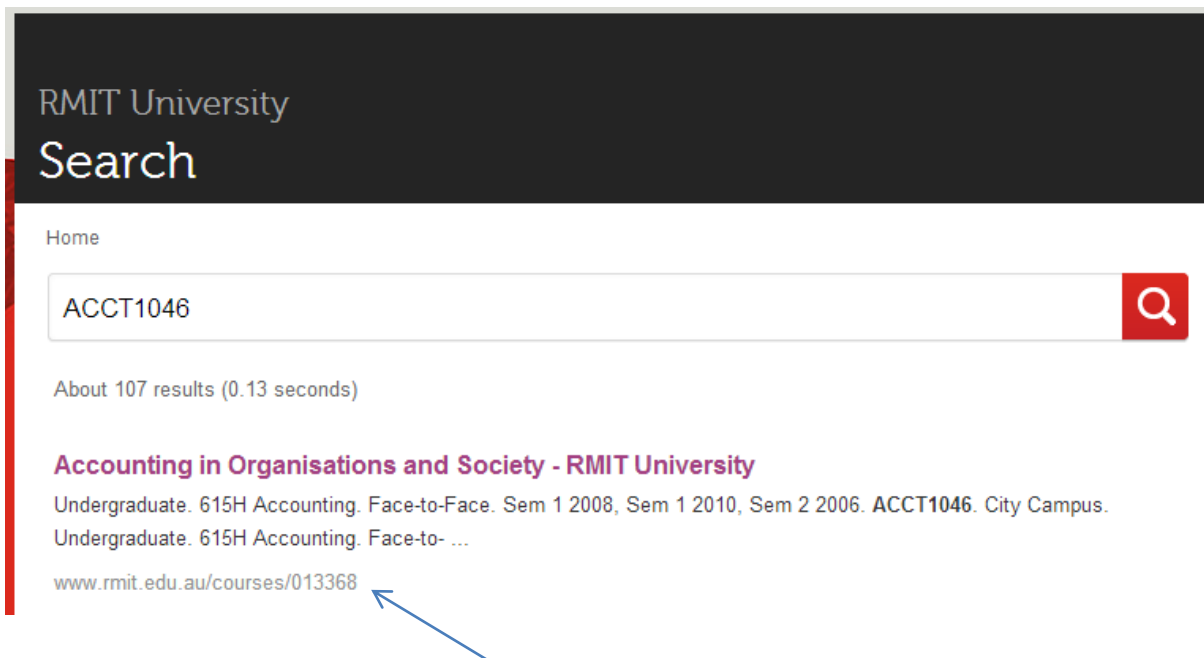
To find a course guide you will need to know either the name of the course or the course code – for example:

<u>Course Code</u>	<u>Course Name</u>
ACCT1046	Accounting in Organisations and Society
EEET1221	User Interface Design

1. Open the RMIT Website and type the course name or course code into the search bar of the website



2. If you have got the name/course code right it should be the first option on the search page:

A screenshot of the RMIT University search results page. The page has a dark header with 'RMIT University' and 'Search' in white. Below the header, there is a search bar containing 'ACCT1046' and a red magnifying glass icon. Below the search bar, it says 'About 107 results (0.13 seconds)'. The first result is 'Accounting in Organisations and Society - RMIT University' in bold purple text. Below this, there is a description: 'Undergraduate. 615H Accounting. Face-to-Face. Sem 1 2008, Sem 1 2010, Sem 2 2006. ACCT1046. City Campus. Undergraduate. 615H Accounting. Face-to- ...'. At the bottom of the result, there is a URL: 'www.rmit.edu.au/courses/013368'. A blue arrow points to this URL.

3. Look at the website address for the link - it should have the structure www.rmit.edu.au/courses/00000 (random number) this means that it is a course guide.

4. When you click on the course guide link it will take you to a page that lists all available course guides for this subject. They will be organised by delivery method, location, semester and year.

Course Code	Campus	Career	School	Learning Mode	Teaching Period(s)
ACCT1044	East Gippsland TAFE Bairnsdale	Undergraduate	615H Accounting	Face-to-Face	Sem 1 2008 , Sem 1 2010 , Sem 2 2006
ACCT1046	City Campus	Undergraduate	615H Accounting	Face-to-Face	Sem 1 2006 , Sem 1 2007 , Sem 1 2008 , Sem 1 2009 , Sem 1 2010 , Sem 1 2011 , Sem 1 2012 , Sem 1 2013 , Sem 1 2014 , Sem 2 2006 , Sem 2 2007 , Sem 2 2008 , Sem 2 2009 , Sem 2 2010 , Sem 2 2011 , Sem 2 2012 , Sem 2 2013 , Sem 2 2014 , Summer2014
ACCT2057	Kolej Metropolitan	Undergraduate	615H Accounting	Face-to-Face	Offsh 1 10 , Offsh 3 09

Note that the course guides are not listed chronologically.

Each year's semester 1 course guide is listed first.

Then each year's semester two course guide.

Search for the correct course code, and then check you have the right campus, study level, school, learning mode, semester and year. Click on the relevant link.

The top of the page should look like this if you have chosen a course guide:

Course Title: Accounting in Organisations and Society

After that there should be the following sections:

Basic information about the course

1. Course Description
2. Objectives/Learning Outcomes/Capability Development
3. Overview of Learning Activities
4. Teaching Schedule
5. Learning Resources
6. Assessment
7. Other relevant info