

SAS® OnDemand for Academics

For Instructors: How to Create a Course

Overview

To create a course in SAS OnDemand for Academics, you must have or be the following:

- An active SAS OnDemand for Academics account
- A professor or instructor that is associated with an institution

Once you create a course, you can edit its information and delete it only. Your course data is not affected by either of these actions.

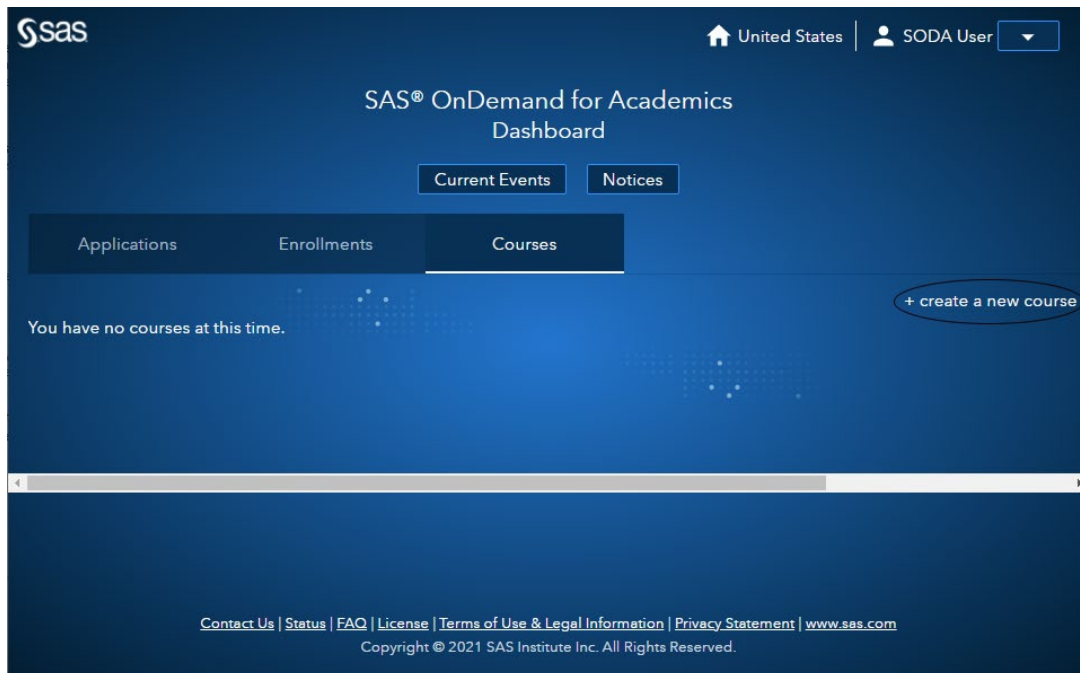
Create a Course

1. [Log on to SAS OnDemand for Academics.](#)

Note: If you do not have an account, see SAS OnDemand for Academics [Registration Instructions](#).

Your SAS OnDemand for Academics Dashboard is displayed.

2. Select the **Courses** tab. Click **create a new course**.



The Register Course page is displayed.

3. Complete the form to register your course. Be sure to select the SAS software that you will use to teach your course.

The screenshot shows the 'SAS® OnDemand for Academics Course Creation' form. At the top, there is a navigation bar with the SAS logo, a home icon, 'United States', a user icon, and 'SODA User'. The form fields are as follows:

- Course Name:** Introduction to Statistics
- Description:** Fundamentals of statistics, including gathering data from different sources
- Level:** Undergraduate (dropdown menu)
- Institution:** SAS Institute (Cary, North Carolina, United States) (dropdown menu) with an **Add...** button next to it.

Below the institution field, there is a section titled 'Select the SAS software you would like to use:' with the following options:

- ☐ SAS® Studio
- ☒ SAS® Enterprise Guide®
- ☐ SAS® Enterprise Miner™
- ☐ SAS® Forecast Studio
- ☐ JMP® Software access to SAS® hosted servers

At the bottom right, there are **Create** and **Cancel** buttons. At the very bottom, there is a footer with links: [Contact Us](#), [Status](#), [FAQ](#), [License](#), [Terms of Use & Legal Information](#), [Privacy Statement](#), and [www.sas.com](#). Below the links is the copyright notice: Copyright © 2021 SAS Institute Inc. All Rights Reserved.

If your institution or school is not listed, then click **Add**.
The Find Institution page is displayed.

The screenshot shows the 'Find Institution' page. It has a title 'Find Institution' and a subtitle 'Use one or more of the following fields to search for the Institution.' Below this are three search fields:

- Name:** SAS Institute
- City:** Cary
- Country:** United States (dropdown menu)

There is a **Search** button to the right of the country field. Below the search fields, it says 'Showing 1 of 1 results.' and displays a table with the following data:

	Institution Name	City	Region	Country
●	SAS Institute	Cary	North Carolina	United States

Below the table, there is a link: 'If you cannot find your Institution by searching above, you may [create an Institution](#).' At the bottom right, there are **Add** and **Cancel** buttons.

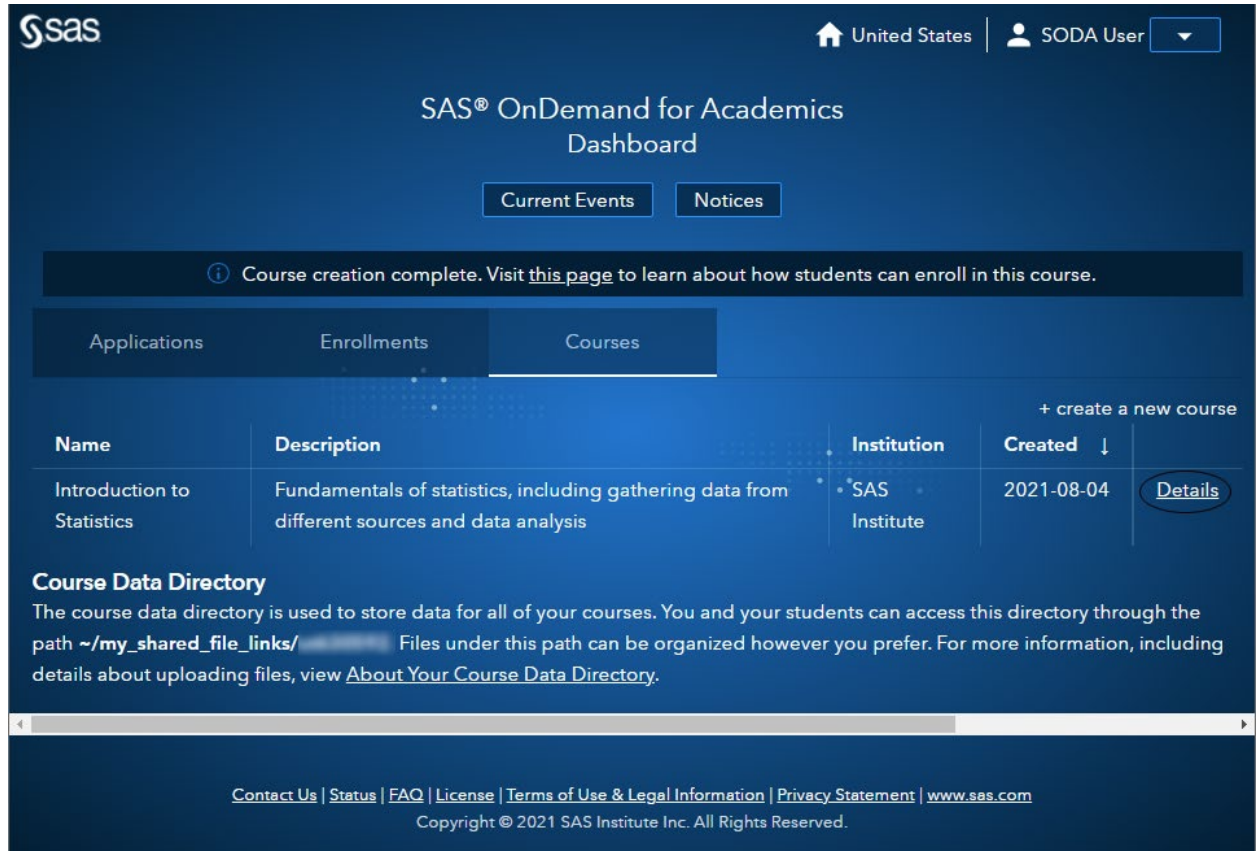
Complete the form to find your institution. Click **Search**. If it is listed in the table, select your institution.

If it is not listed in the table, click **create an Institution** and fill out that form.

Click **Create** when you have filled in all the fields.

Your course is created, and you are returned to the Dashboard.

4. Your courses are listed on the Dashboard. Click the **Courses** tab. Click **Details** for course information.



The screenshot shows the SAS OnDemand for Academics Dashboard. At the top, there is a header with the SAS logo, a home icon, "United States", a user icon, and "SODA User". Below the header, the title "SAS® OnDemand for Academics Dashboard" is centered. There are two buttons: "Current Events" and "Notices". A notification bar states: "Course creation complete. Visit [this page](#) to learn about how students can enroll in this course." Below this is a tab bar with "Applications", "Enrollments", and "Courses". The "Courses" tab is active. Below the tabs is a table with columns: "Name", "Description", "Institution", "Created", and a "Details" button. The table contains one row for a course titled "Introduction to Statistics". Below the table is a section titled "Course Data Directory" with explanatory text. At the bottom, there is a footer with links: "Contact Us", "Status", "FAQ", "License", "Terms of Use & Legal Information", "Privacy Statement", and "www.sas.com".

SAS

United States | SODA User

SAS® OnDemand for Academics Dashboard

Current Events Notices

Course creation complete. Visit [this page](#) to learn about how students can enroll in this course.

Applications Enrollments **Courses**

+ create a new course

Name	Description	Institution	Created ↓	
Introduction to Statistics	Fundamentals of statistics, including gathering data from different sources and data analysis	SAS Institute	2021-08-04	Details

Course Data Directory

The course data directory is used to store data for all of your courses. You and your students can access this directory through the path `~/my_shared_file_links/`. Files under this path can be organized however you prefer. For more information, including details about uploading files, view [About Your Course Data Directory](#).

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5. The Course Details page is displayed. The course code is listed on the Course Details page. If the course does not have any enrollments, then you can edit the course's name, description, level, and software. If the course has enrollments, then you can edit only the course's name and description. You can also delete your course. Your course data is not affected by these actions.

SAS United States | SODA User

SAS® OnDemand for Academics Course Details

Course Name: Introduction to Statistics
Level: Undergraduate
Institution: SAS Institute
Created: 2021-08-04
Course Code: XXXXXXXXXXXX
Description: Fundamentals of statistics, including gathering data from different sources and data analysis

Students need the course code to enroll in this course. [Learn more](#) about helping students enroll.

Applications:

- SAS® Enterprise Guide®

[Edit](#) [Delete](#) [Done](#)

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