

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.

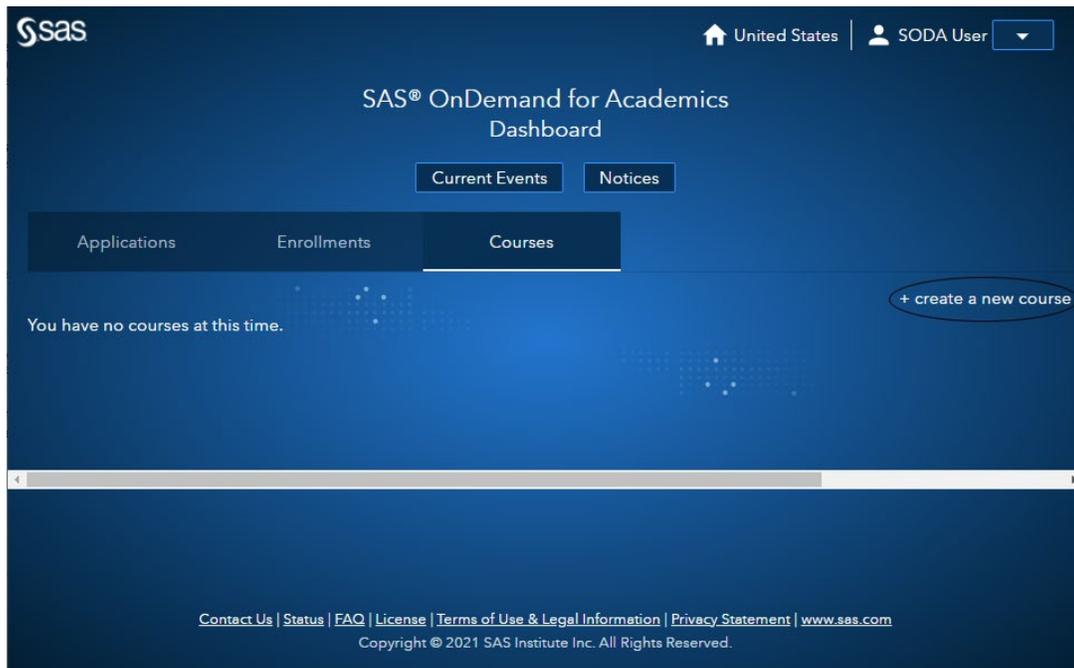
Create a Course

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 SAS logo, a home icon with 'United States', and a user profile icon with 'SODA User'. The form fields are: 'Course Name' (Introduction to Statistics), 'Description' (Fundamentals of statistics, including gathering data from different sources), 'Level' (Undergraduate), and 'Institution' (SAS Institute (Cary, North Carolina, United States) with an 'Add...' button). Below these fields, there is a section titled 'Select the SAS software you would like to use:' with five radio button options: SAS® Studio, SAS® Enterprise Guide® (checked), SAS® Enterprise Miner™, SAS® Forecast Studio, and JMP® Software access to SAS® hosted servers. At the bottom right, there are 'Create' and 'Cancel' buttons. At the very bottom, there are links for 'Contact Us', 'Status', 'FAQ', 'License', 'Terms of Use & Legal Information', 'Privacy Statement', and 'www.sas.com', along with a copyright notice for 2021 SAS Institute Inc.

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

The screenshot shows the 'Find Institution' search page. It has a title 'Find Institution' and a subtitle 'Use one or more of the following fields to search for the Institution.' There are three search fields: 'Name' (SAS Institute), 'City' (Cary), and 'Country' (United States). A 'Search' button is located below these fields. Below the search results, it says 'Showing 1 of 1 results.' and displays a table with one row of results. At the bottom, there is a note: 'If you cannot find your Institution by searching above, you may [create an Institution](#).' and two buttons: 'Add' and 'Cancel'.

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

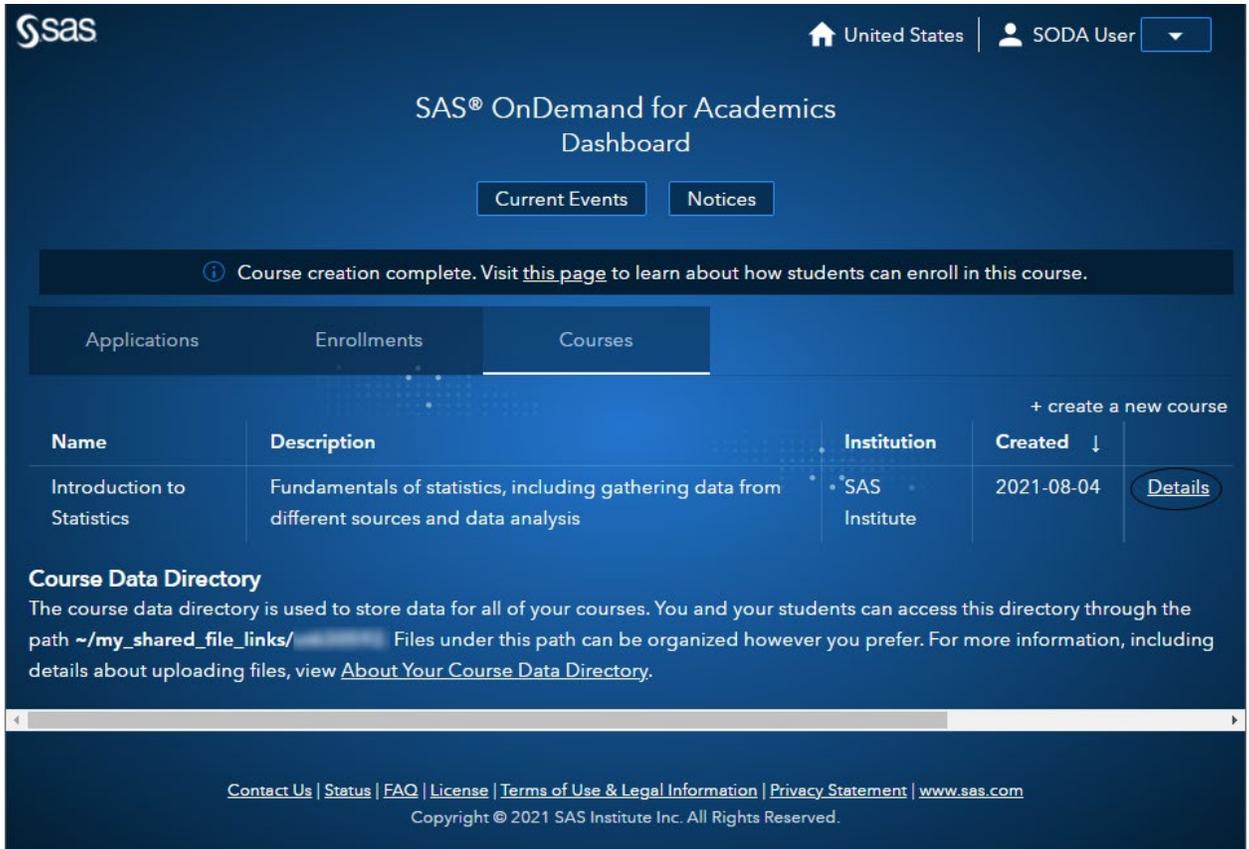
Complete the form to find your institution. Click **Search**. If it is listed in the table, select your institution.

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 navigation bar with the SAS logo, a home icon, "United States", a user profile icon for "SODA User", and a dropdown arrow. Below the navigation bar, the title "SAS® OnDemand for Academics Dashboard" is centered. There are two buttons: "Current Events" and "Notices". A notification banner states: "Course creation complete. Visit this page to learn about how students can enroll in this course." Below the notification, there are three tabs: "Applications", "Enrollments", and "Courses". The "Courses" tab is active. Below the tabs, there is a table of courses. The table has columns for "Name", "Description", "Institution", and "Created". A "+ create a new course" link is located to the right of the table. The first row in the table is for a course titled "Introduction to Statistics" with a description "Fundamentals of statistics, including gathering data from different sources and data analysis", from the "SAS Institute", created on "2021-08-04". A "Details" link is circled in the "Created" column for this course. Below the table, there is a section titled "Course Data Directory" with a paragraph of text explaining its purpose and providing a path: "~/my_shared_file_links/". At the bottom of the dashboard, there is a footer with links for "Contact Us", "Status", "FAQ", "License", "Terms of Use & Legal Information", "Privacy Statement", and "www.sas.com", along with the copyright notice "Copyright © 2021 SAS Institute Inc. All Rights Reserved."

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

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® OnDemand for Academics
Course Details

Course Name: Introduction to Statistics
Level: Undergraduate
Institution: SAS Institute
Created: 2021-08-04
Course Code: XXXXXXXXXX
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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