



# SKILLS & KNOWLEDGE TABLE



Curriculum Management System  
Skills and Knowledge Table



CMS User Manual

HOME / SKILLS AND KNOWLEDGE TABLE — Breadcrumb Navigation

## Skills and Knowledge Table

CHANGE STATE AMEND MODIFY VIEW + NEW

SEARCH BY NAME  
e.g. Bachelor of Engineering

ORGANISATION STATE DATE  
All All Select date...  
Include child orgs Clear All Filters

	NAME II	VER II	ORGANISATION II	STATE II	DATE II	
1	Test	001	CBE - ANU College of Business and Economics - The Austral...	DRAFT	28/05/2020	
2	test	001	ANU - The Australian National University	DRAFT	20/05/2020	
3	Retest	001	CMBE_CPS - ANU Joint Colleges of Science - The Australian ...	CEC endorse p...	12/05/2020	
4	RE_course_Coll	001	ANU - The Australian National University	APPROVED	24/04/2020	
5	PVT 24/03/2020	002	09 - ANU Medical School - ANU College of Health and Medic...	APPROVED	03/04/2020	
6	PVT 24/03/2020	001	09 - ANU Medical School - ANU College of Health and Medic...	APPROVED	25/03/2020	
7	S&K Placeholder_amend	002	ANU - The Australian National University	APPROVED	24/03/2020	
8	R_skills&knowledge	001	ANU - The Australian National University	DRAFT	24/03/2020	
9	SKT_Test	001	ANU - The Australian National University	Submitted for ...	18/03/2020	
10	Bachelor Degree - AQF Level 7	001	ANU - The Australian National University	APPROVED	16/03/2020	
11	Diploma - AQF Level 5	001	ANU - The Australian National University	APPROVED	16/03/2020	
12	S&K Placeholder_amend	001	ANU - The Australian National University	APPROVED	16/03/2020	
13	Doctoral Degree - AQF Level 10	001	ANU - The Australian National University	ASQO endorse ...	06/08/2019	
14	Masters Degree (Extended) - AQF Level 9	001	ANU - The Australian National University	ASQO endorse ...	06/08/2019	
15	Masters Degree (Coursework) - AQF Level 9	001	ANU - The Australian National University	ASQO endorse ...	06/08/2019	
16	Masters Degree (Research) - AQF Level 9	001	ANU - The Australian National University	ASQO endorse ...	06/08/2019	
17	Graduate Diploma - AQF Level 8	001	ANU - The Australian National University	ASQO endorse ...	06/08/2019	
18	Graduate Certificate - AQF Level 8	001	ANU - The Australian National University	ASQO endorse ...	06/08/2019	
19	Bachelor Honours Degree - AQF Level 8	001	ANU - The Australian National University	ASQO endorse ...	06/08/2019	

Currently displaying 21 results page 1 of 2 20 items per page

- 1 Buttons
- 2 Filters
- 3 Header – icons sort
- 4 Table View – based on filters
- 5 Display results, list size, page selection

## Skills & Knowledge Table Components

Each Skills & Knowledge Table has four key components:

- A Registration**
  - Title, Organisation, Accreditation Body and Description – added during creation, editable on amendment.
- B Application Notes**
  - Optional free text field to provide other information.
- C Details**
  - Order list of items that is the basis of mapping
- D Guidance Notes**
  - Optional free text. Information to assist review, this text does not appear in mapping

The screenshot shows the 'MODIFYING SKILLS AND KNOWLEDGE TABLE' interface for a 'Diploma - AQF Level 5' table. It includes sections for 'REGISTRATION' (Title, Organisation, Description), 'APPLICATION NOTES', 'DETAILS' (a list of items), and 'GUIDANCE NOTES'.

## 1 Button Functionality

Selecting a skills and knowledge (S&K) table enables buttons based on your role permissions:

- New**
  - Create a new S&K Table
- View**
  - Read only access to S&K Table content;
  - Allows print to PDF
- Modify**
  - Edit content of the selected S&K Table
- Amend**
  - Create new version of existing S&K table
  - Item must be in Approved state AND user must have role in organisation owning the item
- Change State**
  - Supports change state and view history and comments
  - Only **APPROVED** S&K tables are available for use in the Mapping module

## 2 Filters

Filters add together – allowing for complex searching

- Search by Name**
  - Free text, searches Name column
- Organisation, State**
  - Provide drop down lists relating to content stored in the columns of the same name.
  - Items in drop downs are multi-selectable
- Date**
  - Allows date range selection
- Checkbox Controls**
  - Include child orgs – on by default, includes parent and child academic organisations in filter

## 3 4 5 Other

- Header** – columns can be sorted by clicking on icons
- Row Height** – Icon at far right of columns controls row height – Alternates between condensed view or expanded view so all text can be displayed
- Table View** – To select an item click anywhere in the row. Some buttons require an item to be selected to become active
- Display** – A page number can be entered in small box to jump to any page. Items per page can be 10, 20 or 50