Access the course information through the course index, on https://nextcatalog.tarleton.edu/courses/. Select the courses, from the index, you wish to edit. Click on the link that looks like an open book.

Selecting this icon will open a window that will allow you to edit/add Syllabus information for the selected course.

Editing the information using this icon will allow you to edit this information without routing the updates through workflow.

Note: You can also edit this information using CIM courseadmin, however updating through CIM will route the updates through workflow.