

Objectives for Taawun Training PART I:



- ▶ Learn what Taawun is
- ▶ Understand the two roles and their differences of **Member vs. Provider**
- ▶ See the Login Page and Menus:
 1. Role Pull-down Menu and Main Menu (R)
 2. Navigation Bar and Notifications (Top)
 3. Dashboard and its Tiles (Main)
- ▶ Know what Resources exist
- ▶ Understand the Academic Calendar, Terms and Session Setup

What is Taawun?

Is an online course exchange software created by Higher Learning Partners of Regis University. It replaces WICHE for NEXus beginning with the Spring 2023 term.

- ▶ Why is it called this? It means “Collaboration”
- ▶ Other Consortia that use Taawun are:



Roles in Taawun

Taawun

In Common:
Course Catalog for Users

Calendar for your University

Users at your Institution

MEMBER

- = **HOME** Institution
- Student Information entered here
- Scheduled Courses Listed
- Request Seats for specific Students made here
- See grades

PROVIDER

- Will spend most of time here
- = **TEACH**
- Enter and Schedule Courses here
- Grant Seats and Drops/Withdrawals Changes
- Enter Grades

Login and Navigate NEXus on Taawun

Taawun <https://taawun.org/#/auth/login>

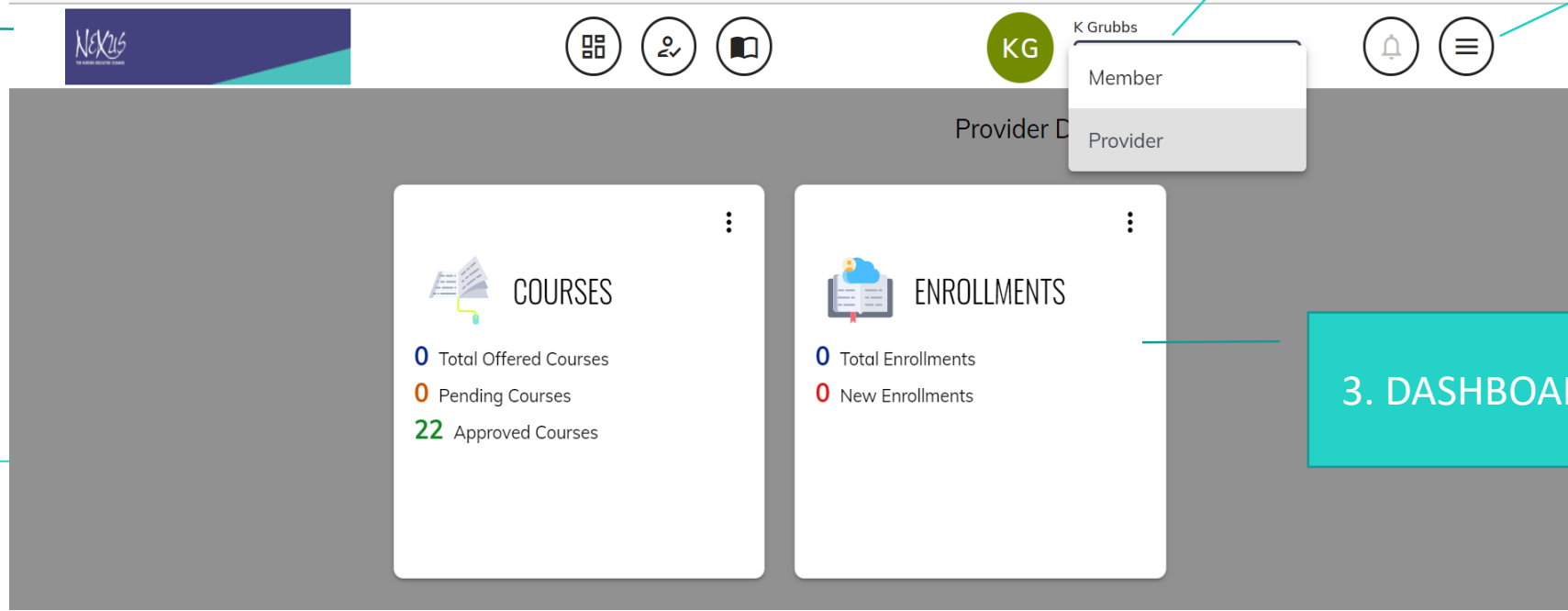
(Note where to **logout** on Right Menu)

Menus

1. Role Pull-down Menu (Right) and Menu (Right)
2. Navigation Bar and Notifications (Top)
3. Dashboard and its Tiles (Main)

2. NAVIGATION BAR

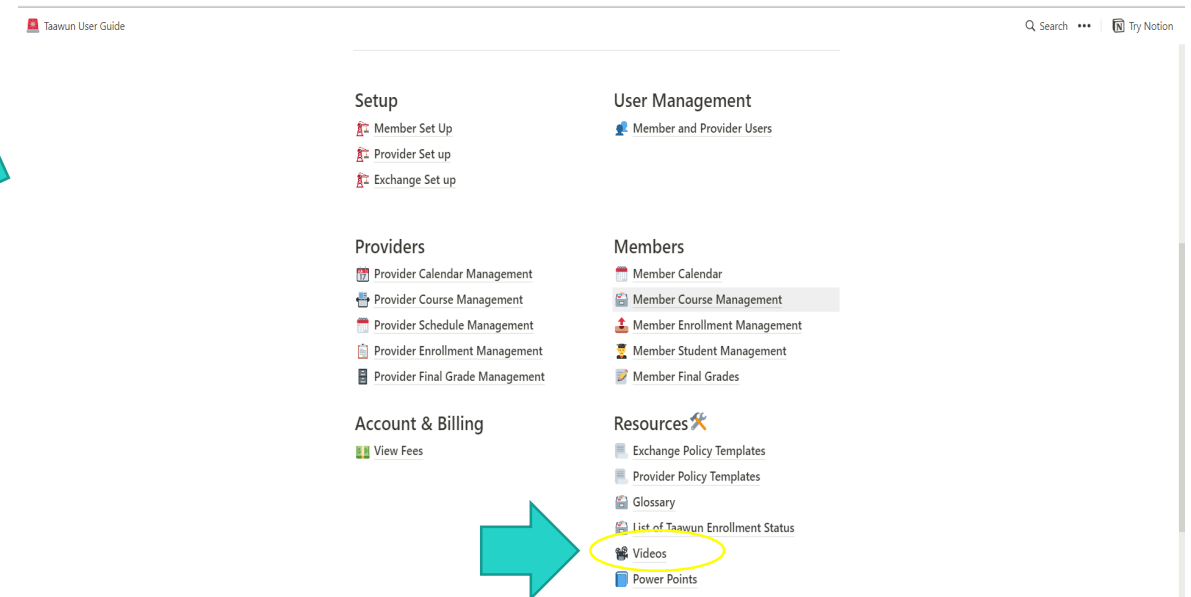
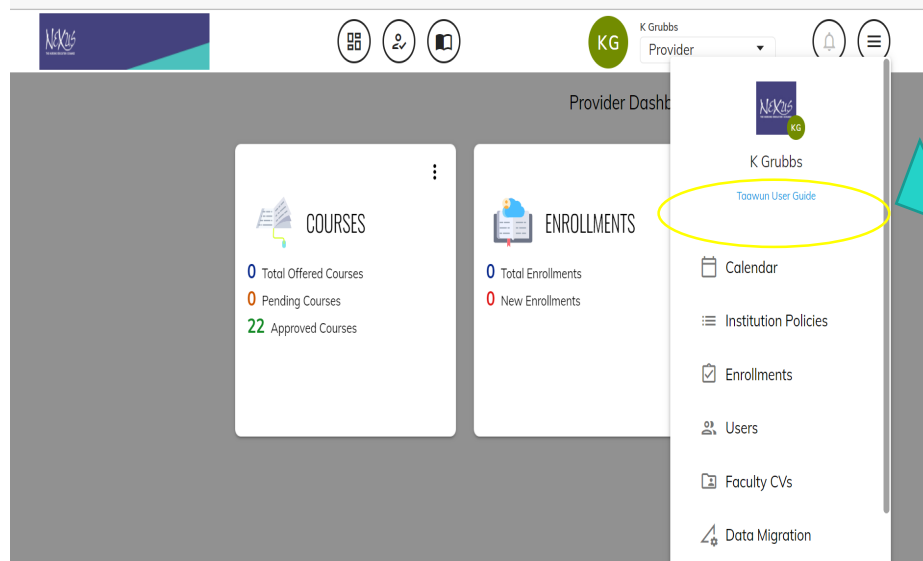
1. ROLES and MENU and LogOut



3. DASHBOARD

Resources

- ▶ <https://winnexus.org/membersonly/>
Password = NEXus2006
- ▶ Direct: <https://winnexus.org/taawun-database-resources/>
- ▶ nexus@ohsu.edu
- ▶ Tawuun User Guide, including Short Videos



Academic Calendar

Taawun is very **date driven** for courses and enrollments. It's a key foundation block.

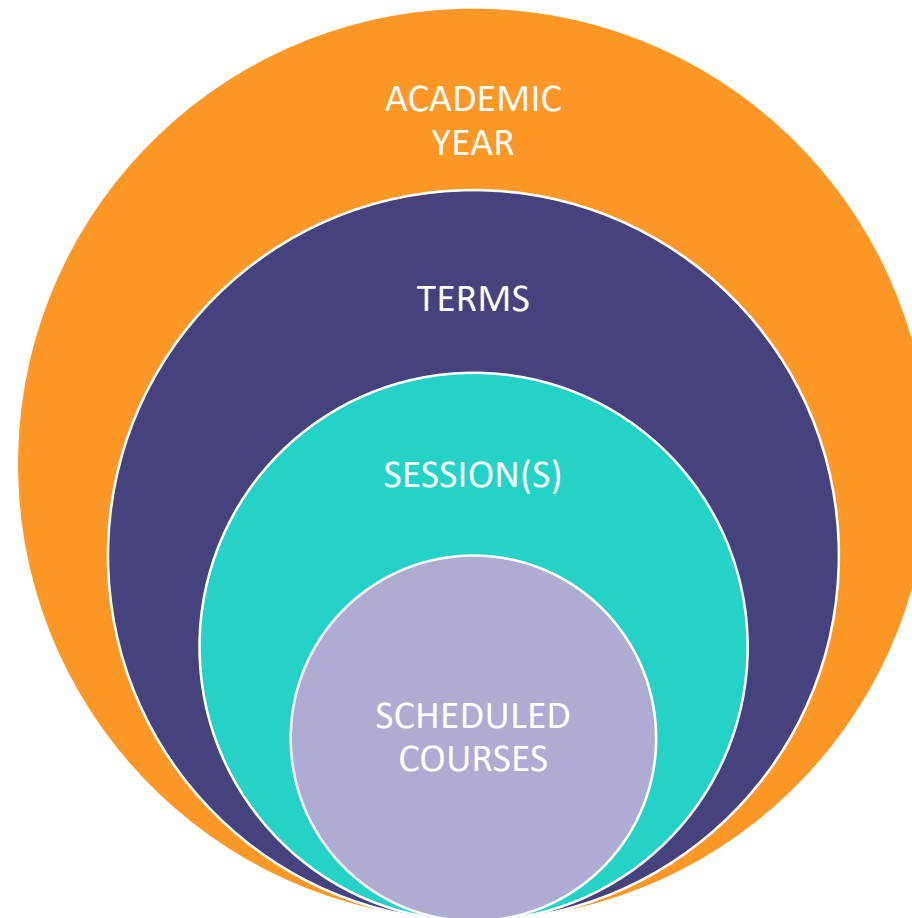
Suggested Defaults/Formats:

Year: xxxx-xxxx

Term: Fall, Spring or Summer (Winter if offered)

Session: FA, SP, SU (WI if offered)

Fee Earned Dates:
For Fall 11/15/XX
For Spring 3/15/XX
For Summer 7/15/XX



In order to either offer courses or enroll your students in provider courses, you must set up an academic calendar for each term with one session.

Academic Calendar: Year/Term/Session

- ▶ For institutions that provide Spring 2023 calendar information, this will be done for you this first term (provide at <https://www.cognitofrms.com/WesternInstituteOfNursing/NEXusEnrollmentDates>)
- ▶ Course offerings will be scheduled based on the calendar entered for Providers.
- ▶ Create an academic year that runs from fall through summer, i.e. 09/01/23 to 08/31/24

Online Tawuun Instructions at : <https://www.notion.so/Provider-Calendar-Management-a20540ee91b04fe6b0164f286d503a6a>

Academic Calendar:

Academic Year

Select Academic Year:

2022-2023 (Aug 22, 2022 - Jul 29, 2023)

+ Add New Academic Year

Semesters

+ Add New Semester

Fall	Start Date:	End Date:				
	Aug 22, 2022	Dec 17, 2022				
Hide Sessions ^						
Session:	Start Date:	End Date:				
FA	Aug 22, 2022	Dec 17, 2022				
Additional Info:	Registration Start:	Registration Deadline:	Fee Earned:	Drop Deadline:	Withdrawal Deadline:	
	May 1, 2022	Aug 22, 2022	Nov 15, 2022	Aug 29, 2022	Aug 29, 2022	

6:20 8/16

Academic Calendar:

- ▶ Access from Right Menu = “Calendar”
- ▶ If doesn't already exist, enter Academic Year in xxxx-xxxx format. The Academic Year starts with fall and ends with summer so it will span two calendar years, i.e. 2025-2028
- ▶ Create a Term (Noted as Semester) for each for Fall, Spring and Summer. You may also have a Winter term, particularly if you are a quarter university.
- ▶ Each Term(Semester) must have at least one associated Session. If you only have one session enter FA for fall, SP for spring and SU for Summer. If you have a Winter term, enter WI for Winter Session. You may also enter your own university session codes if they exist. If you offer more than one session in a term, enter each session with a new code (i.e. FA01, FA02, etc.).
- ▶ You will be prompted/required to enter the following dates so have them ready:

Start of year and End of year

Start of Term/Semester/Quarter, End of Term/Semester/Quarter

Start and End of Session

Registration Start, Registration Deadline

Fee Earned

Drop Deadline

Withdrawal Deadline

Recorded Training Video

▶ Meeting Recording from Training (Day 1)

<https://ohsu.webex.com/ohsu/ldr.php?RCID=669f1257153f3a3986295142786cfb2e>

Password: QrMPy4Pm

0-2:43 Introduction

2:44-5:50 Roles in Taawun (Member vs. Provider)

7:00-12:24 Tour of Main Page and Menus

12:25-22:10 Academic Calendar

Ends about 27:00

28:55 Bonus materials Begin: Peak at a student record, course record, more on Member vs. Provider

40.30 How to enter a Faculty Member

Questions and Post Training

- ▶ Questions?
- ▶ Logins will be sent out to attendees the week of 8/16/22– be sure to check junk/spam folder for Request to Create Account. Believe it comes from: Taawun <no-reply@taawun.org>
- ▶ Be sure to Sign up for Part II: Course Overview- you will need this to enter course offerings for Spring 2023 starting 9/1/22
- ▶ Part III Students/Enrollments will be offered in September (Date TBD)
- ▶ Public catalog is currently under construction