

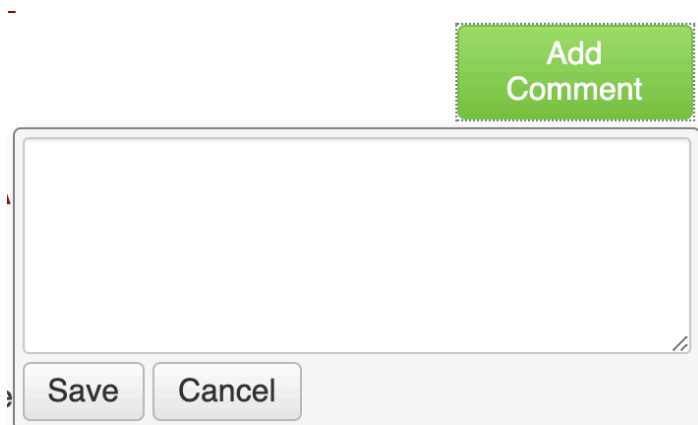
Steps for Adding Comments to Proposals in CIM

A proposal in workflow will have an Add Comment button.



After selecting the proposal in question, the user would:

- (1) Click the Add Comment button,
- (2) Comment text box appears



- (3) Enter the comment, and
- (4) Click SAVE.

The comment displays with a timestamp and the username of the person who added the it in a list at the bottom of the course proposal.

Reviewer	umw-user (09/28/20 8:37 am): It is very unclear why this course is needed. What will it
Comments	add to the program of study?

Comments are viewable by all CourseLeaf users and cannot be edited after they are posted.