For more information on using the PARC system, video tutorials are available on the Office of the Registrar site.

To browse program proposals within the PARC system...

**STEP 1:** Login to the curriculum revision tool, PARC.
- Go to aces.uga.edu.
- Enter your UGA MyID and password.

**STEP 2:** Open the Program Proposals page.
- Click on the arrow to close the Action Items menu.
- Click on the hamburger menu icon in the upper left corner to open the Main Menu.
- Scroll to the Assessment header and click on the Program Proposals link.
STEP 3: Open the desired program.
- You will only see proposals housed within your unit.
- If needed, narrow the available programs down by using the filter, search, and/or sort options.
- Click the Preview button to the right of your desired program.

STEP 4: Review the program.
- The program will display in the preview mode.
- Each category of information relevant to the program will have its own section within the form.
  - Sections without any data will not display in the preview mode.

View Options
- The preview form has four formatted views to choose from:
  - Compare View:
    - This is the default view, which displays any proposed changes to the program. Any changes will be highlighted in pink or green.
      - Dark Pink: information that has been removed from the proposal.
      - Dark Green: information that has been added to the proposal.

Example of a section in the Compare View without any proposed changes:
Example of a section in the Compare View with proposed changes:

Current View:
- A view that displays the form with all proposed changes included but not highlighted.

Example of a section in the Current View:

Previous (Submitted) View:
- A view that displays the form without any of the proposed changes.

Example of a section in the Previous (Submitted) View:

Form Preview Popup View:
- This view – accessed by clicking the eye icon on the right side of the page – displays a separate preview of the proposal with all proposed changes included.

Example of the Form Preview Popup View:
In this view, courses included in the program are hyperlinked to their course details as approved in CAPA and found in the Bulletin.