



# MAKE THE **WORLD** YOUR CLASSROOM

Where do you want to study?

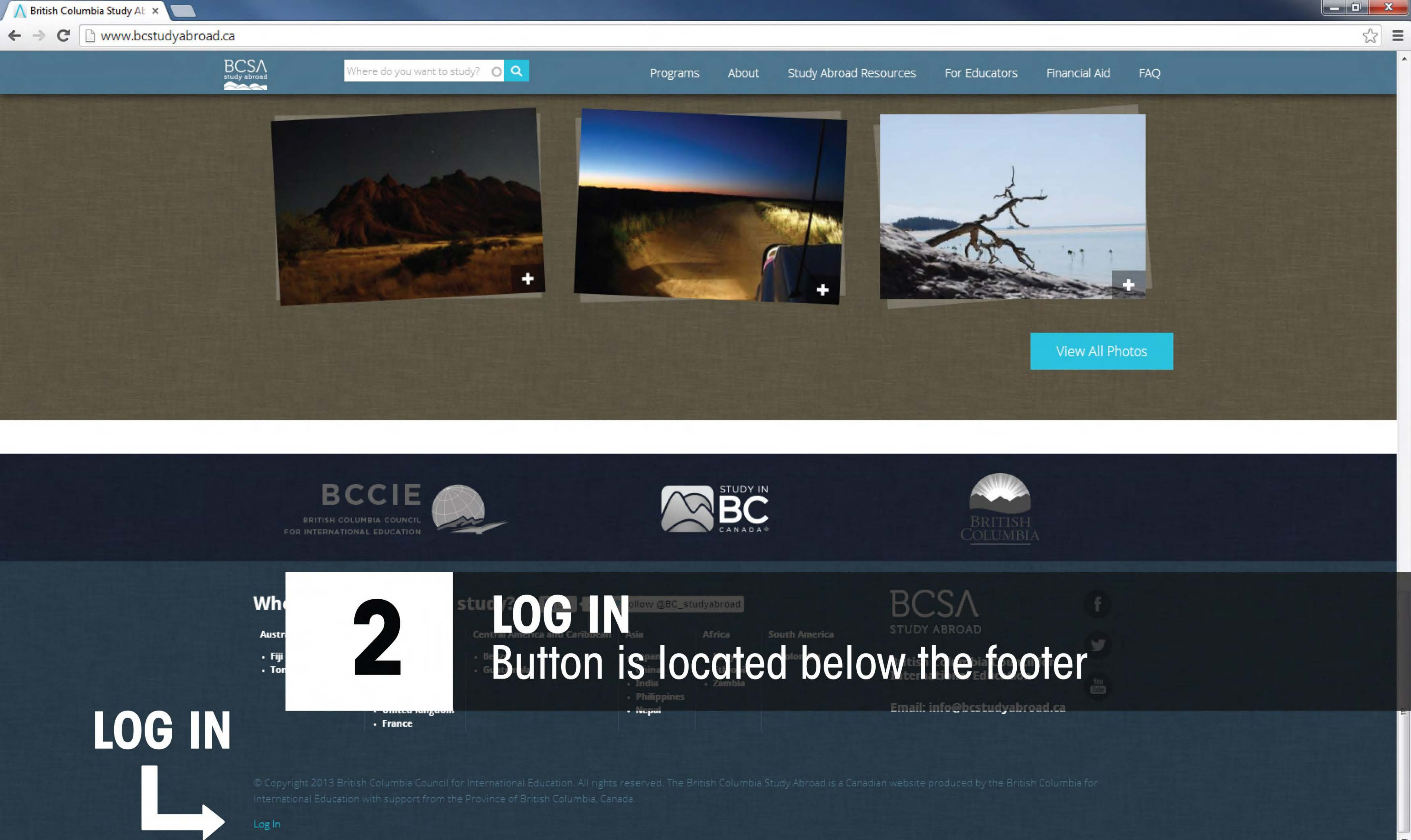


**1**

**ACCESS BCSA WEBSITE  
WWW.BCSTUDYABROAD.CA**

Explore the World through Education





View All Photos



Who

Austr

- Fiji
- Tonga

2

study?

Central America and Caribbean

- Belize
- Guatemala

Asia

- Japan
- China
- India
- Philippines
- Nepal

Africa

- Zambia

South America

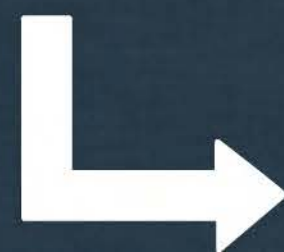
Bolivia

BCSA  
STUDY ABROAD



Email: [info@bcstudyabroad.ca](mailto:info@bcstudyabroad.ca)

LOG IN





[Programs](#)[About](#)[Study Abroad Resources](#)[For Educators](#)[Financial Aid](#)[FAQ](#)

# USER ACCOUNT

[Log in](#)[Request new password](#)

## User account

**Username or e-mail address \***

You may login with either your assigned username or your e-mail address.

**Password \***

The password field is case sensitive.

[Log in](#)

# 3

## CREDENTIALS

Enter the account information supplied to you



Overview | British Columb x

bcsac.qa.caorda.com/admin/overview


Do you want Google Chrome to save your password? Save password Never for this site

Add content Admin Functions Shortcuts

Log out

Home » Administration » Admin Functions


# Overview


 Content authoring

[Add New Program](#)

• Create a new program for display on the BCSA website.

Add New Program




 User Accounts

[My Account](#)

• Update email address, passwords and more.

Update Account Info



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## My Programs

It doesn't look like you have any programs registered yet - click the button below to start!

Add New Program »

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**ADMINISTRATIVE PAGE**  
Add/Edit programs and account information



## Create Programs

Communications 228 - Media and Democracy

Source

Cut Copy Paste Undo Redo Find Replace Spell Check

B I U S x<sub>2</sub> x<sup>2</sup>


Bulleted List Numbered List Decrease Indent Increase Indent Quote Unquote

Align Left Align Center Align Right Justify Link Unlink Flag

Normal Font Size A A Insert Table

Field school to Libya, North Africa

body p

Text format Full HTML 

[More information about text formats](#) ?

- Web page addresses and e-mail addresses turn into links.
- Lines and paragraphs break automatically.



Interdisciplinary (9)  
Interdisciplinary (9)  
Humanities (3)  
Social Sciences (5)  
Natural Sciences (0)  
Formal Sciences (0)  
Professions and Applied Sciences (7)

Add a

[Show row weights](#)

# 5

# CREATE PROGRAMS PAGE

Add title, description and disciplines



Region / Country \*

Select a country by starting with a region.

Add another item

Program Has Start Date \*

© Start Date To Be Determined

Program Has Start Date

If the program has a start date, enter it using the selectors below. If not, choose **Start Date To Be Determined** here.

- Start Date

Month Year

## Duration Notes

[illegible]

# 5B

# CREATE PROGRAMS PAGE CONTINUED...

Enter Region/Country, start date and duration notes

body p

[Switch to plain text editor](#)



Recommended Credits \*

Web Link \*

Please enter a website for your program

- ▼ Testimonial

## Testimonial

# 5c

# CREATE PROGRAMS PAGE CONTINUED...

Add recommended credits, web link and testimonials

body p

[Switch to plain text editor](#)

Text format

Full HTML 

[More information about text formats](#) ?

- Web page addresses and e-mail addresses turn into links automatically.
- Lines and paragraphs break automatically.


Testimonial Author

- Featured Image

Feature Image \*

No file chosen



Text format Full HTML 

[More information about text formats](#) ?

- Testimonial Author

# 5D

# CREATE PROGRAMS PAGE CONTINUED...

Add featured image and additional images

Feature Image \*

Choose File No file chosen

Upload

You must upload one image to serve as the Feature Image. You may then upload up to nine (9) additional images to accompany your program. Please note that images cannot exceed 20 MB in size and must be a file type of jpg, png or gif. The feature image will be used as your cover photo at the top of your programs page and for the Programs Search page thumbnail.

If credit must be provided for the use of any photo, please use the image Alt Text field (appears after upload) to indicate accordingly. The text you enter will be shown exactly as entered with the photograph.

Files must be less than 50 MB.  
Allowed file types: png gif jpg jpeg.

- Additional Images

Save and add another

Save

## Preview





# PROGRAM SUBMITTED

✓ Programs *Communications 228 - Media and Democracy* has been created. You may [add another Programs](#).

## Program Submitted

Thank you for submitting your program to BCSAC.

Your program has been submitted to an administrator for approval. This process usually takes 2-3 business days. If the program meets the criteria and is approved, it will appear on the web site. Until your program is approved, it will not be available for viewing on the website.

If you have any other questions in the mean time, please do not hesitate to contact a member of the BCSAC team at [info@bcstudyabroad.ca](mailto:info@bcstudyabroad.ca) . Thanks!

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**SUBMIT PROGRAM**  
Requires approval (2-3 business days)

Where do you want to study?



Follow @BC\_studyabroad

Australia and Oceania

Europe

Central America and Caribbean

Asia

Africa

South America

BCSA  
STUDY ABROAD





« Back to Manage Users

First Name \*

Michael

Last Name \*

Smith

Institution \*

BCCIE

E-mail address \*

yli@bccie.bc.ca

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Password

Confirm password

To change the current user password, enter the new p

Locale settings

Time zone

America/Vancouver: Tuesday, November 26, 2013 - 16:09 -0800

Select the desired local time and time zone. Dates and times throughout this site will be displayed using this time zone.

Save

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MANAGE PROFILE

Update name, institution, password and time zone

\*The email you enter here will be used in the "Apply for a Program or Ask a Question" Online form.



# STUDY ABROAD RESOURCES

## Apply for a Program or Ask a Question

Fill out this brief form to show your interest in applying for this study abroad program or find out more information. If you are interested in applying, a representative from the field school will provide next steps for how to continue the application process.

### Contact Information

**Your Full Name \***

**Your Email Address \***

**Your Phone Number**

### Institutions

**Your Institution \***

- Select a value -

Please select which institution you currently attend

**Destination Institution \***

- Select a value -

Please select the institution you are interested in

Please indicate which field school or short-term program you are interested in and ask any questions about this program:

**Field School or Program \***

# 7B

## INQUIRY FORM

## Submissions will be sent to you from here

Web page addresses and e-mail addresses turn into links automatically.  
Lines and paragraphs break automatically.

[More information about text formats](#) ?



Program Management | B

bc sac.qa.caorda.com/admin/manage/programs

Add content

Admin Functions

Shortcuts

Log out

Home » Admin » Programs

Program Management

« Back to Overview

Add New Program »

Institution

Discipline

Status

Apply

Reset

Choose some options

Choose some options

Choose some o

Title	Status	Institution	Discipline	Region	Created	Last Updated	Actions
Amazon Field School		Kwantlen Polytechnic University	Interdisciplinary	South America, Colombia	11/07/2013	11/08/2013	View Program
Anthropology/Sociology 4030		Thompson Rivers University	Social Sciences, Anthropology, Sociology	Europe	11/07/2013	11/12/2013	View Program
BUAD 339 - Selected Topics: Entrepreneurship and Development in Emerging Nations		Okanagan College	Interdisciplinary	Africa, Ethiopia	11/07/2013	11/07/2013	View Program
Business Field School		Camosun College	Professions and Applied Sciences, Healthcare Science	Asia, China	11/07/2013	11/14/2013	View Program
China Field School		Capilano University	Business	Asia, China	11/07/2013	11/14/2013	View Program
Communications 228 - Media and Democracy	Pending	BCCIE	Interdisciplinary	Libya	11/26/2013	11/26/2013	View Program   Modify Program   Delete Program
Field Course in Belize		Thompson Rivers University	Interdisciplinary	Central America and Caribbean, Belize	11/07/2013	11/07/2013	View Program
Fiji: Linguistics Field School					11/07/2013	11/15/2013	View Program
Geography 3700, Japan					11/07/2013	11/07/2013	View Program
Guatemala Field School					11/07/2013	11/07/2013	View Program
India Field School					11/07/2013	11/07/2013	View Program
Interdisciplinary Experimental Learning Field School		Thompson Rivers University	Interdisciplinary	Africa, Kenya	11/07/2013	11/14/2013	View Program

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MANAGE PROGRAMS

View, modify and delete programs

bc sac.qa.caorda.com/admin/manage/programs



[◀ Back to Overview](#)[Add New Program ▶](#)

Institution: Camosun College

Feature Image	Title	Status	Created	Last Updated	Total views	Actions
	Business Field School	Past	11/07/2013	07/10/2014	304	<a href="#">view</a>   <a href="#">edit</a>   <a href="#">clone</a>   <a href="#">delete</a>
	Nursing Field School	Past	11/07/2013	07/10/2014	305	<a href="#">view</a>   <a href="#">edit</a>   <a href="#">clone</a>   <a href="#">delete</a>
	Team	Expired	07/14/2014	07/14/2014	0	<a href="#">view</a>   <a href="#">edit</a>   <a href="#">clone</a>   <a href="#">delete</a>

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## CLONE or MODIFY EXISTING PROGRAMS

You can also clone your programs to save time  
go to: Admin functions --> Manage My Programs





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QUESTIONS?  
Email us - [info@bcstudyabroad.ca](mailto:info@bcstudyabroad.ca)