



Getting Started with Curia

This guide will help you get started quickly, so you make the most out of our powerful features for your go-to solution for interpretive planning and project management.

Settings - Interpretive Plan Categories

- Create your Interpretive Plan Categories.
- These categories define how your interpretive plans are grouped together. You must have at least one Interpretive Plan Category to create an Interpretive Plan.

Settings - System Labels

- Review/modify System Labels.
- System Labels determine the grouping of your Interpretive Plan. Think of them as containers for objects and interpretive elements. There are three “grouping levels” or Tiers:
 1. The Top Level, which defaults to “Gallery.”
 2. The Second Level, which defaults to “Section.”
 3. The Third Level, “Group.”

These Tiers are hierarchical in your interpretive plans, where a Gallery can contain Sections or Groups, a Section can contain Groups, and Groups, being the lowest level, can only contain other Groups. These can be updated or changed at any time.

1. Gallery
 - a. Section
 - i. Group

Settings - Gallery (or your choice for your Top Level grouping tier)

- The name of this menu option will change depending on your input in step 2 above, with the default being “Gallery.” You must have at least one Top Level “container” here to be able to create an interpretive plan. These can be updated or changed at any time.

Settings - Departments

- Departments are utilized in the project management module when creating tasks. You must assign a department when creating a task. Enter as many departments as necessary to support the tasks you will be creating.

Settings - Object Columns

- Object columns represent the fields available for describing collection objects. You can add or delete Object columns and set them as either required or not required. It’s advisable to review the default list to ensure it encompasses all necessary fields for the objects you will be interpreting.

Settings - Interpretive Models & Element

- Interpretive Models & Elements outline the various options available when creating an Interpretive Element in your Interpretive Plans. You can add or delete these to best suit your organization’s needs.

Settings - Synchronization

- In Curia, prebuilt Collection Management System Synchronization is available. If you need to integrate with a collection management system, please email support@curia.com for assistance.

Need more help? Contact Curia.
support@curia.com | 248-509-5533 | curia.com