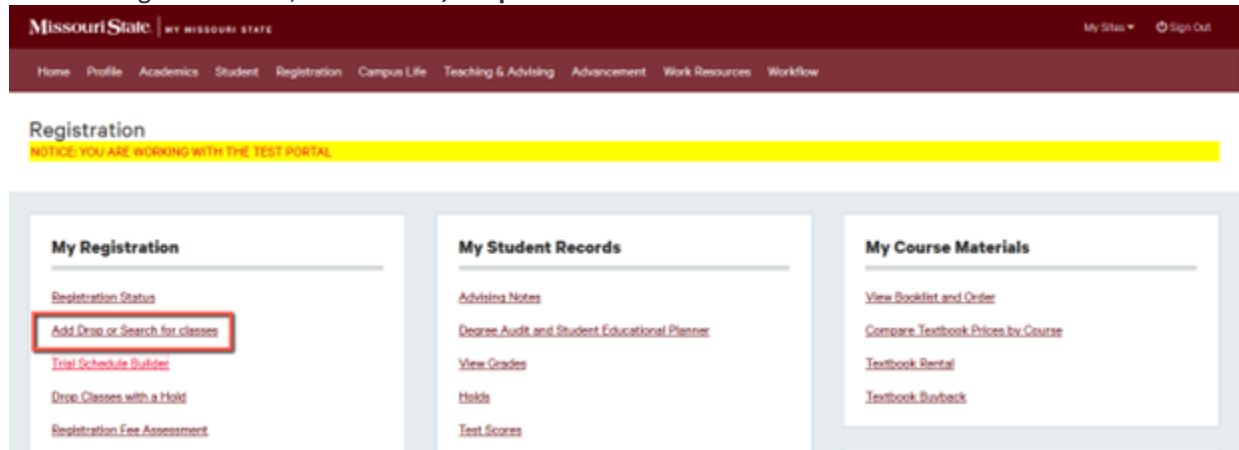


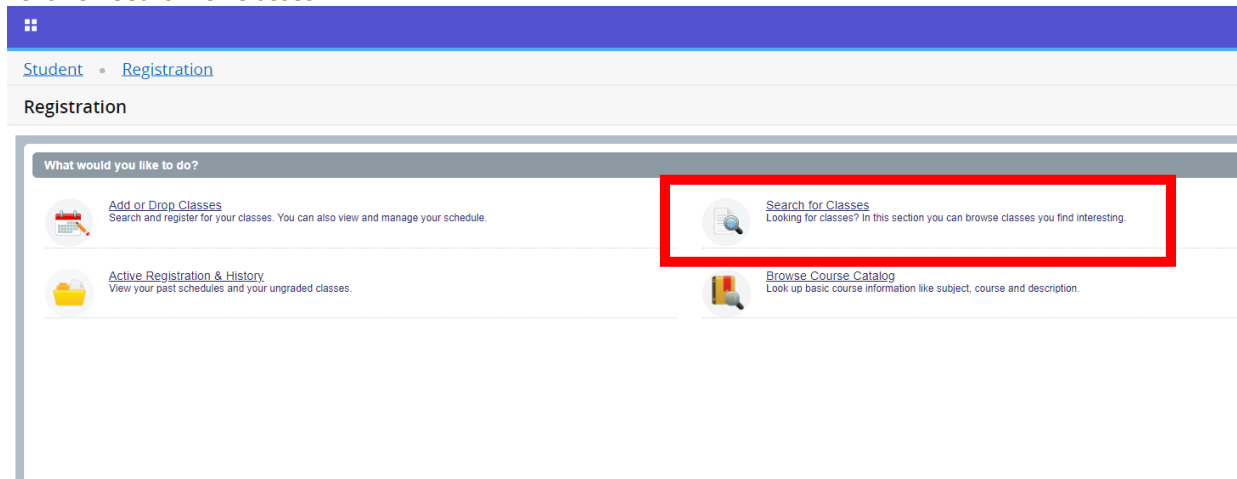
How to Search for Classes using Search for Classes

Step-by-Step Guide

1. On the Registration tab, click on **Add, Drop or Search for Classes**



2. Click on Search for Classes



3. Select your term and click **Continue**

4. Enter your search criteria

Student • Registration • Select a Term • Browse Classes

Browse Classes

Enter Your Search Criteria
Term: Fall 2022

Subject

Course Number

Keyword

Title

Instructor

Modality

Part Of Term

Typical searches involve the **Subject** (type in the subject name or code or choose a specific subject from the drop-down list or leave blank to include all subjects).

If you're looking for a specific course, enter the **Course Number** as well.

The **Modality** area allows for filtering by how the course is taught. Options include: Traditional (seated); Internet-Other (online); Blended, and others.

The **Part of Term** area allows for filtering by when the course is taught. Popular options include Full Term, First Block, Second Block, Intersession, and others.

Other criteria options available, but not shown in the screenshot, include credit hours, day of the week, time of day, and a check-box option to show only open classes.

5. Click "Submit" at the bottom of the page or use the "Enter" key on the keyboard

6. Review the Search Results

[Student](#) • [Registration](#) • [Select a Term](#) • [Browse Classes](#)

Browse Classes

Search Results — 11 Classes
Term: Fall 2022 Subject: Accounting (ACC) Course Number: 201

Title	CRN	Subject	Number	Section	Modality	Campus	Hours
Introduction to Financial Accounting	40432	ACC	201	003	Traditional	Springfie...	3
Introduction to Financial Accounting	40433	ACC	201	005	Traditional	Springfie...	3
Introduction to Financial Accounting	40733	ACC	201	006	Traditional	Springfie...	3

Screenshot split to improve clarity

Title – name of the class; click on the Title to view all detailed section information including prerequisites, enrollment, and additional information

CRN – course reference number; used for registration

Subject – also known as Course Code; three-letter prefix indicating the subject/department of the class

Number – also known as Course Number; three-digit number indicating the specific course within a subject


Section – three-digit number indicating specific class within a course; each section meets at a unique day/time schedule

Modality – how the course is taught; Tradition (seated), Online, etc

Campus – where the course is taught; Springfield, Online, etc

Hours – credit hours earned for the class

Day, Times and Location	Seats and Waitlist	Instructor	Attribute	Reserved Seats	Li
S M T W T F S 09:05 AM - 09:55 AM Type: Class Building:	12 of 40 seats remain.	Goodin, Kyle D. (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 10:10 AM - 11:00 AM Type: Class Building:	5 of 35 seats remain.	Bass, Samuel J. (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 11:15 AM - 12:05 PM Type: Class Building:	10 of 40 seats remain.	Goodin, Kyle D. (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 12:20 PM - 01:10 PM Type: Class Building:	5 of 35 seats remain.	Bass, Samuel J. (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 02:00 PM - 03:15 PM Type: Class Building:	FULL: 0 of 25 sea...	Ashcroft, Paul A. (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 12:30 PM - 01:45 PM Type: Class Building:	10 of 65 seats remain. 2 of 3 waitlist seats re...	Ravenscraft, Julie (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 03:30 PM - 08:20 PM Type: Class Building:	26 of 30 seats remain.	Ashcroft, Paul A. (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 05:30 PM - 08:20 PM Type: Class Building:	36 of 50 seats remain.	Bass, Samuel J. (Primary)	COB Addtl Enrll Fee-UG		
S M T W T F S 05:30 PM - 07:10 PM Type: Class Building:	37 of 50 seats remain.	Hines, James N. (Primary)	Evening College Plus 8wk Class COB Addtl Enrll Fee-UG	32 of 45 unreserv... 5 of 5 reserved s...	
S M T W T F S - Type: Arranged Building: On-Line Internet	5 of 50 seats remain.	Goodin, Kyle D. (Primary)	COB Addtl Enrll Fee-UG		

Day, Times, and Location – highlighted day(s) of the week indicate when the class is taught; time of day the class meets; location where the class meets; start date and end date (hover over the column to see all information or the column can be expanded by hovering the cursor on the column divider in the header line and dragging the arrow cursor  to the right or left).

Seats and Waitlist – indicates number of students registered for the section and total seats in the section; courses with no remaining seats show the “FULL” indicator; if the class uses the Waitlist function, indicates the number of waitlist spaces available and total waitlist spaces

Instructor – the person(s) teaching the section

Attribute – Additional information about the section; could include General Education, additional fees, Evening College Plus, Service Learning, and more

Reserved Seats – indicates number of reserved and non-reserved seats available and remaining in the section