COURSE SCHEDULING VIEWING INSTRUCTIONS

TO VIEW COURSE SCHEDULE

1. Click on CURRENTLY SET
   - Set desired term

2. Click on STUDENT RECORDS

3. Click on COURSE SCHEDULE

4. Fill in the parameters or click on SEARCH (every class will open)

5. To the right of the screen you see Off and Avail
   - Off = Seats Offered
   - Avail = Seats still Available

6. Underneath specific courses you will see notations of whether a course is reserved or if there is a specific meeting time for the course.