

## Searching for Classes using the Guest Course Search

1. Select the **Institution** that you would like to perform the search for. Once an **Institution** is selected, available terms will appear in the **Term** dropdown. Next make a selection in the **Campus** dropdown.

See Figure 2 below for selecting Institution, Term, and Campus

2. Enter your search criteria. In the **Class Search Criteria** section, you can search by:
  - Course subject
  - Course Number
  - Course Career

You can also check the options to:

- Show Open Classes Only
- Show Open Entry/Exit Classes Only
- Show Schedule Conflict Indicator (to be alerted about potential schedule conflicts)

The screenshot displays the 'Search for Classes' interface. At the top, there's a header 'Search for Classes'. Below it, the 'Enter Search Criteria' section contains three dropdown menus: 'Institution' set to 'CU Denver', 'Term' set to 'Fall 2010 UC Denver', and 'Campus' set to 'Downtown Campus'. A prompt reads 'Select at least 2 search criteria. Click Search to view your search results.' The 'Class Search Criteria' section is highlighted with a blue bar and includes three search options: 'Course Subject' with a 'select subject' button and an input field; 'Course Number' with a dropdown set to 'is exactly' and an input field; and 'Course Career' with a dropdown menu. Below these are three unchecked checkboxes: 'Show Open Classes Only', 'Show Open Entry/Exit Classes Only', and 'Show Schedule Conflict Indicator'. At the bottom, a note says 'Use Additional Search Criteria to narrow your search results.'

Figure 2 - Search for Classes page (Class Search Criteria section)

**Note:** You must enter at least three criteria before you perform your search.

3. To enter additional search criteria, click the **Expand** button next to **Additional Criteria**.



Figure 3 - Expand button

4. In the **Additional Criteria** section, you can search by:

- Meeting Start Time
- Meeting End Time
- Day of Week
- Instructor Last Name
- Class Nbr
- Course Title Keyword
- Minimum Units
- Maximum Units
- Course Component
- Session
- School/College
- Class Attribute (such as Core, GT, Honors, etc)
- Department
- Mode of Instruction
- Location

Use Additional Search Criteria to narrow your search results.

▼ Additional Search Criteria

Meeting Start Time   (example: 1:00PM)

Meeting End Time

Day of Week

Mon  Tues  Wed  Thurs  Fri  Sat  Sun

Instructor Last Name

Class Nbr  (example: 11361)

Course Title Keyword  (example: statistics)

Minimum Units

Maximum Units

Course Component

Session

School/College  Attribute Value

Class Attribute(Core, GT, Honors etc.)

Department

Mode of Instruction

Location

Figure 4- Additional Criteria section

- Click **Search** to view your results. This will display the **Search Results** page.



Figure 5 - Search button

- On the **Search Results** page, to see more information about a specific class, click the **Expand**

button  next to the class name. This will display:

- Status
- Section
- Session Units
- Enrollment Restrictions
- Consent Required
- Available Seats
- Wait List Total
- Days and Times
- Room
- Instructor
- Meeting Dates

### Search Results

When available, click View All Sections to see all sections of the course.

CU Denver | Fall 2010

The following classes match your search criteria Course Subject: **Economics**, Course Number is exactly '2012', Show Open Classes Only: **No**

COLLAPSE ALL EXPAND ALL START A NEW SEARCH

 Open
 Closed
 Closed Wait List Available
 Schedule Conflict
 Error

▼ **ECON 2012 - Principles of Economics: Macroeconomics: GT-SS1.**

First ◀ 1 of 1 ▶ Last

Section [001-LEC\(10294\)](#) Status 

Session DMR

Units	Enrollment Restriction	Consent Required	Available Seats	Wait List Total
3	N	N	79	0

Days & Times	Room	Instructor	Meeting Dates
MoWe 1:00PM - 2:15PM	North Classroom Building	Instructor George	08/23/2010 - 12/18/2010

Figure 6 - Search Results page

- To view more information about a specific section, click the **Section** number. This will display things like location and campus, class notes, course description, and additional waitlist information.

**ECON 2012 - 001 Principles of Economics: Macroeconomics: GT-SS1.**  
 CU Denver | Fall 2010 | Lecture

[VIEW SEARCH RESULTS](#)

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**Class Details**

<b>Status</b>	● Open	<b>Career</b>	Undergraduate
<b>Class Number</b>	15294	<b>Dates</b>	8/23/2010 - 12/18/2010
<b>Session</b>	Regular Semester (Den)	<b>Grading</b>	Letter Grade
<b>Units</b>	3 units	<b>Location</b>	Downtown Campus
<b>Class Components</b>	Lecture      Required	<b>Campus</b>	Downtown Campus

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**Meeting Information**

Days & Times	Room	Instructor	Meeting Dates
MoWe 8:30AM - 9:45AM	TBA	Staff	08/23/2010 - 12/18/2010

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**Enrollment Information**

**Class Attributes**      Den Core Curr: Social Science  
 Soc & Behav Sci: Econ or Pol Systems

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**Class Availability**

<b>Class Capacity</b>	72	<b>Wait List Capacity</b>	99
<b>Enrollment Total</b>	0	<b>Wait List Total</b>	0
<b>Available Seats</b>	72		

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**Description**

Covers topics of inflation, unemployment, national income, growth and problems of the national economy, stabilization policy, plus others at the discretion of the instructor. Purpose is to teach fundamental principles, to open the field of economics in the way most helpful to further a more detailed study of special problems, and to give those not intending to specialize in the subject an outline of the general principles of economics.

[VIEW SEARCH RESULTS](#)

Figure 7 - Section information

- Click the **View Search Results** button to return to the **Search Results** page.



Figure 8 - View Search Results button