

## Students: Add a Class from Class Search

1.	Click the Courses and Enrollment tile.									
2.	Select "Add a Class."									
3.	If applicable, select the appropriate term and click "Continue." Drop Classes Select Term Select a term then select Continue. Term Career Institution Summer 2017-2018 Undergraduate Univ of Southern Mississippi Fall 2018-2019 Undergraduate Univ of Southern Mississippi Continue									
 4	Select the Class Search radio button									
5.	Click the Search button.									
6.	Enter the desired subject code (such as ENG or MAT) or click the "select subject" button (to the left) to									
 7	Enter the Course Number like 101 if searching for ENG 101									
 8	Select appropriate campus									
 9	Click the Search button									
	Class Search									
	Course Career C									
	Campus (required) Online S Location Session S									
	Additional Search Criteria       Days of Week include only these days									
	Mon       Tues       Wed       Thurs       Fri       Sat       Sun         Meeting Start Time       greater than or equal to       Image: Color of the second se									
	Return to Add Classes Clear Search 9									
NOTE:	The search return will only show the first 3 results. Click on "View All" to see the exhaustive list.									
10.	Locate the class you want to add and click the "select class" button.									



	2 0	lass section(s) f	ound								
	RIG 333 - Technical Writing										
	c	lass Section	Days & Times	Room	Instructor	Additional	Meeting Dates	Status			
	6	307 H082-LEC	ТВА	ONLINE HBG @ Online	Staff	\$3.5	08/29/2018 -		Select	10	
	т	opic: Writing Intens	ive	Course	Stan	+5.5	12/07/2018	<b>–</b>		10	
		lass Section	Dave & Times	Room	Instructor	Additional	Additional	Meeting Dates	Statue		
	C	H083-LEC	Days & Times	ONLINE HBG @ Online	Instructor	Fees	Fees Per Hour	08/29/2018 -	Status	2.1.1	
	6. T	308 Regular	TBA	Course	Staff	\$3.5		12/07/2018		Select	
	'	opic. Writing Intens	ive								
11.	After revie	wing for a	ccuracy, c	lick the Next link							
	ENG 333 - Technical Writing										
	· ·	lass Prefere	ences								
ENG 333-H082 Lecture Open Wait							iit List 🗌 Wa	.ist □ Wait list if class is full			
		Торіс	Writing Intens	sive			G	rading Grade	a		
		Sessio Career	n Regular Acad Undergraduat	lemic Session te				Units 3.00			
		Enrollment Inf	ormation			Requir	rement Desig	nation Gen E	Ed Curriculu	um Area 7 - Writin	g
<ul> <li>Prerequisite(s): ENG 101, ENG 102 and at least junior standing (60 hours completed).</li> <li>Gen Ed Curriculum Area 7 - Writing Intensive</li> <li>Fully Online</li> </ul>											
								Cancel		Next	
		Section	Component	Days & Times		Room		Instructor		Start/End Date	
		H082 Le	ecture		ONLINE	HBG	Staff		08 12	/29/2018 - /07/2018	
NOTE:	The class is in your shopping cart but NOT added to your schedule. Please continue!!										
12.	Click the <b>P</b>	roceed to	Step 2 of	<b>3</b> button.							
	Find Classes     Add Requested     H082     ONLINE       O Class Search     (6307)     (6307)     (6307)										
		My Require	rements								
	Search 12										
	Schedule Generator										
	Proceed to Step 2 of 3										
13.	Click the <b>F</b>	inish Enro	l <b>ling</b> link.								
	Class         Description         Days/Times         Room         Instructor         Units         Status										
	ENG 333-H082     Technical Writing (6307)     ONLINE HBG     Staff     3.00       Cancel     Previous     Finish Enrolling									13	
14.	The class is added to your schedule ONLY when you see the GREEN CHECK in the "Status" column.										