

The University of New Orleans

Web-STAR (PeopleSoft Campus Solutions v 9.0):

Class Search Job Aid



THE UNIVERSITY *of*
NEW ORLEANS



Class Search

Welcome to the **Class Search** job aid!

Participate at the end of this module, you will be able to.....

Objectives

1. Search Classes

If you have any questions about this document please contact the Training group at 504-280-5645 or visit us at UCC-101Q.

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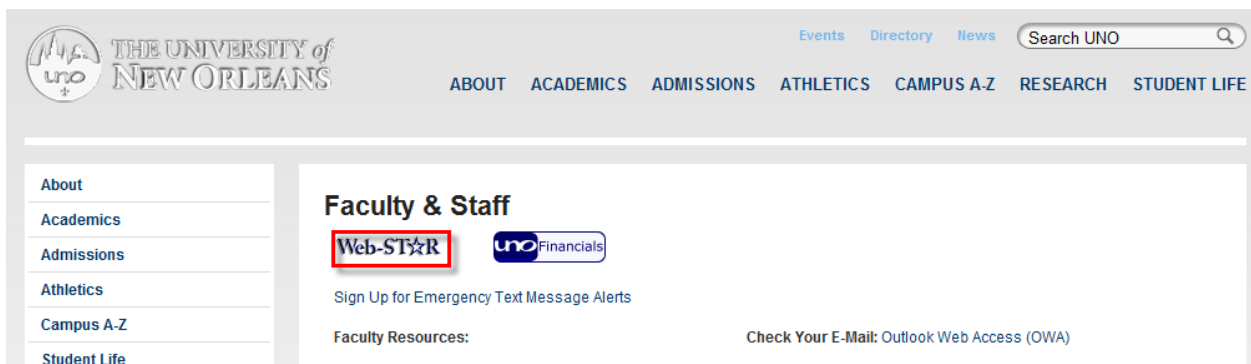
Class Search

Navigation to Web-STAR

Step 1.	Navigate to the UNO Home Page: http://www.uno.edu/
Step 2.	Select the Faculty & Staff link.



Step 3.	Select the Web-STAR logo.
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Class Search

Step 4. Select the **Faculty/Staff** link.



Step 5. Enter your UNO **username** and **password**. **Note:** Your user name is the same password used to login to your email, computer or blackboard course.

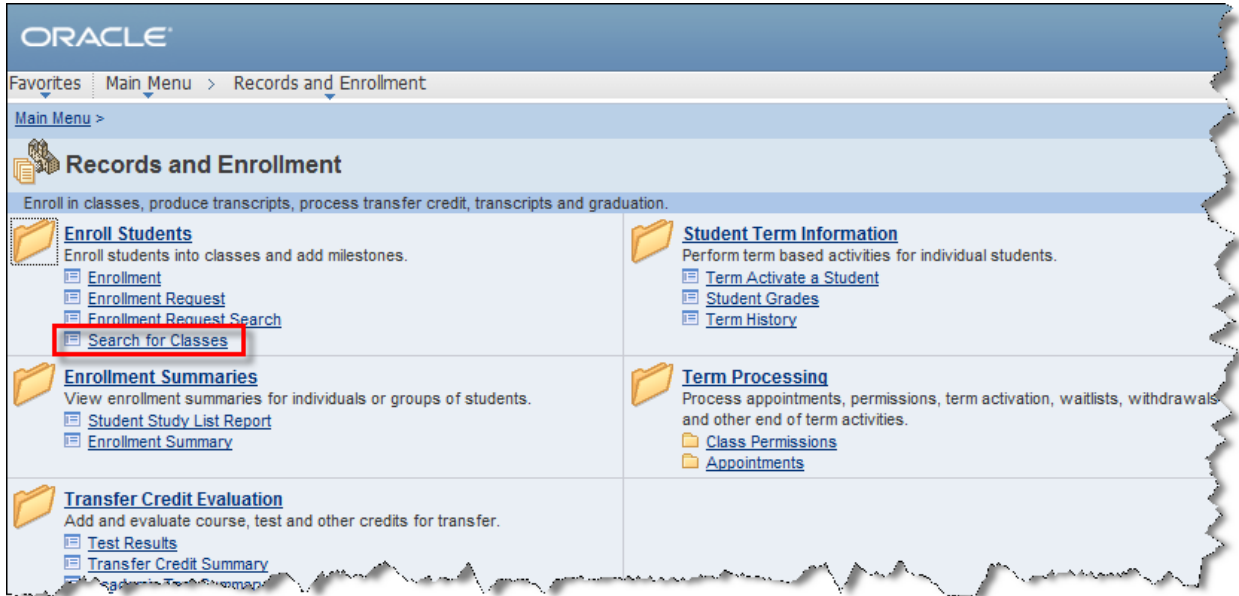
ORACLE®
PEOPLESOFT ENTERPRISE

<p>User ID: <input type="text"/></p> <p>Password: <input type="password"/></p> <p style="text-align: center;"><input type="button" value="Sign In"/></p> <p style="text-align: center;">Set Trace Flags</p>	<p>Select a Language:</p> <table border="0"> <tr> <td>English</td> <td>Español</td> </tr> <tr> <td>Dansk</td> <td>Deutsch</td> </tr> <tr> <td>Français</td> <td>Français du Canada</td> </tr> <tr> <td>Italiano</td> <td>Magyar</td> </tr> <tr> <td>Nederlands</td> <td>Norsk</td> </tr> <tr> <td>Polski</td> <td>Português</td> </tr> <tr> <td>Suomi</td> <td>Svenska</td> </tr> <tr> <td>Čeština</td> <td>日本語</td> </tr> <tr> <td>한국어</td> <td>Русский</td> </tr> <tr> <td>ไทย</td> <td>简体中文</td> </tr> <tr> <td>繁體中文</td> <td>العربية</td> </tr> <tr> <td>UK English</td> <td></td> </tr> </table>	English	Español	Dansk	Deutsch	Français	Français du Canada	Italiano	Magyar	Nederlands	Norsk	Polski	Português	Suomi	Svenska	Čeština	日本語	한국어	Русский	ไทย	简体中文	繁體中文	العربية	UK English	
English	Español																								
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繁體中文	العربية																								
UK English																									

Class Search

Search Classes

Step 1.	Navigation: Records and Enrollment, Enroll Students, Search for Classes.
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Step 2.	Select the correct Term .
Step 3.	Select the Subject .
Step 4.	Enter the desired course number if known. If you do not know the course number, leave it blank. Note: Use the additional search feature to narrow down your search results.

Class Search

ORACLE

Favorites > Main Menu > Records and Enrollment > Enroll Students > Search for Classes

Search for Classes

Enter Search Criteria

Institution University of New Orleans

Term 2010 Fall

Select at least 2 search criteria. Click Search to view your search results.

Class Search Criteria

Course Subject English

Course Number is exactly 1157

Course Career

Show Open Classes Only

Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

[▶ Additional Search Criteria](#)

Step 5.	All classes that meet the search criteria will be displayed.
Step 6.	To start a new search select the START A NEW SEARCH button.



[Favorites](#) | [Main Menu](#) > [Records and Enrollment](#) > [Enroll Students](#) > [Search for Classes](#)

Search for Classes

Search Results

When available, click [View All Sections](#) to see all sections of the course.

University of New Orleans | 2010 Fall

The following classes match your search criteria Course Subject: **English**, Course Number is exactly '**1157**', Show Open Classes Only: **Yes**

[START A NEW SEARCH](#)

Open
 Closed
 Wait List

[ENGL 1157 - English Composition](#)

		View All Sections	First	1-3 of 47	Last
Section 001-LEC(10680)		Status ●			
Session Regular					
Days & Times	Room	Instructor	Meeting Dates		
MoWeFr 8:00AM - 8:50AM	TBA	Staff	08/21/2010 - 12/17/2010		
Section 002-LEC(10681)		Status ●			
Session Regular					
Days & Times	Room	Instructor	Meeting Dates		
MoWeFr 8:00AM - 8:50AM	TBA	Staff	08/21/2010 - 12/17/2010		
Section 003-LEC(10682)		Status ●			
Session Regular					
Days & Times	Room	Instructor	Meeting Dates		
MoWeFr 8:00AM - 8:50AM	TBA	Staff	08/21/2010 - 12/17/2010		