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 Objectives   at the end of this module, you will be able to………

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.

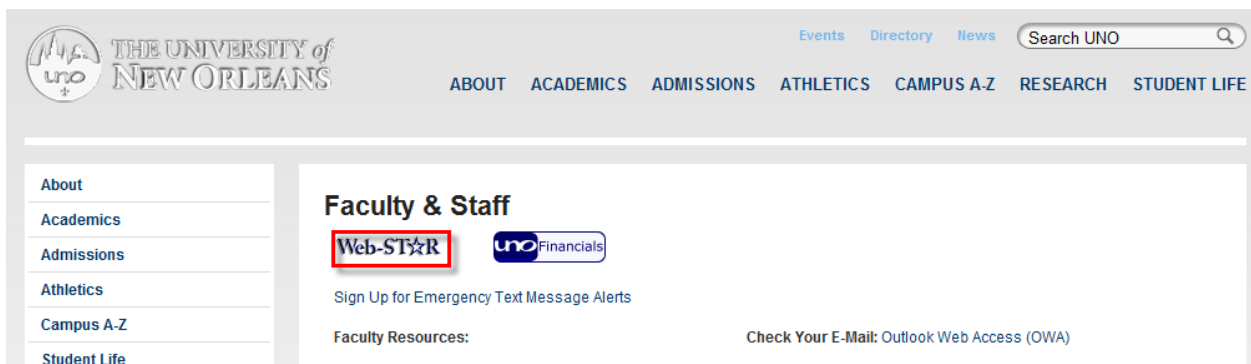## Table of Contents

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-ST☆R logo.

Class Search

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

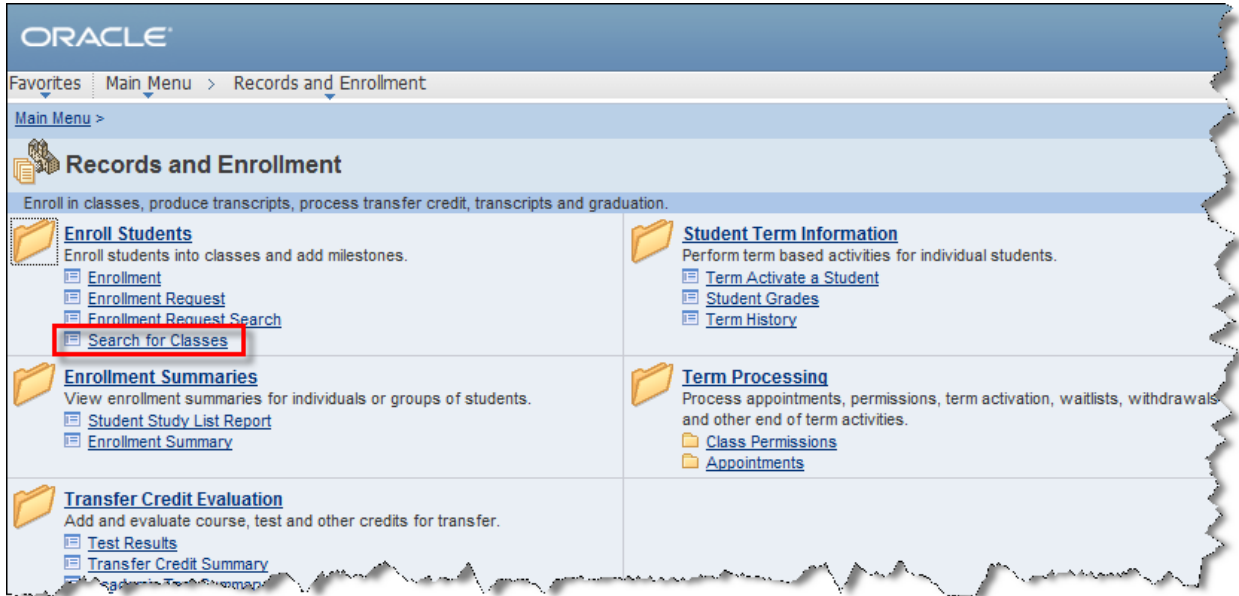| Step 5.	Enter your UNO **username** and **password**. **Note**: Your user name is the same password used to login to your email, computer or blackboard course.

Search Classes

Step 1.	Navigation: Records and Enrollment, Enroll Students, Search for Classes.

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.

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.

ORACLE

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 ▷ La |

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