

# Germanna Community College SIS Documentation

## Searching for Classes

**Description:** Used to search for classes by many different functional areas.

### STEPS



**NAVIGATION:** VCCS Custom > VCCS Student Records > Class Sections by Course Range

Enter the Information as shown below (the 4 empty boxes below are optional)


Click 


Class Sections by Course Range




Enter Search Criteria

Academic Institution:   Germauna Community College 




Academic Career:

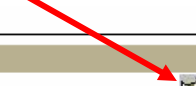
Term:   2006 Fall

Campus:   Fredericksburg Area Campus

Subject Area From:   Catalog Number   Class Section From:  

From:

Subject Area To:   Catalog Number To:   Class Section To:  



Your results will appear below. Click **VIEW ALL** to view all the classes within one page.

Customize | **View All** | First | 1-8 of 17 | Last

Class Nbr	Subject	Cat. Nbr.	Sctn.	Description	Days	Start Time	End Time	Status	Max.	Total	
1	10631	BUS	100	21	Intro Business	MWF	8:00AM	8:50AM	Closed	30	30
2	10252	BUS	100	22	Intro Business	MWF	10:00AM	10:50AM	Open	30	28
3	21250	BUS	100	23	Intro Business	MW	12:00PM	1:15PM	Open	28	27
4	10257	BUS	100	24	Intro Business	TR	11:00AM	12:15PM	Open	28	27
5	10582	BUS	100	43	Intro Business	W	7:00PM	9:45PM	Open	30	21
6	10271	BUS	100	91	Intro Business	TR	5:30PM	6:45PM	Closed	30	30
7	21251	BUS	100	92	Intro Business	T	7:00PM	9:45PM	Open	28	27
8	10254	BUS	100	H26	Intro Business				Closed		

**NAVIGATION:** Self Service > Class Search/Browse Catalog

### Class Search

Select an institution, term and search method.  
Click GO to continue.

Institution:

Term:

Search for Classes  Browse Catalog

- Fill in the Institution and Term
- Click GO
- Enter the **information** as appropriate
  - Enter **Course Subject** (ENG, MTH, HIS, etc.)
  - Enter **Course Number** (111, 121, 03, etc.).

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- d. Click the “Additional Search Criteria” arrow to narrow your search
  - a. by Campus, Day of week, etc ...
- e. Click SEARCH

Germanna Community College | 2006 Spring

### Class Search Criteria

Course Subject select subject

Course Number is exactly

Course Career Credit

Show Open Classes Only  
 Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

▼ Additional Search Criteria

Meeting Time between  and  (example: 1:00PM)

Day of Week Include Only These Days

Mon  Tues  Wed  Thurs  Fri  Sat  Sun

Instructor Last Name is exactly

Class Nbr  (example: 1136)

Course Title Keyword  (example: statistics)

Course Component ▼

Session ▼

Mode of Instruction ▼

Campus ▼

Location ▼

CLOSE CLEAR CRITERIA SEARCH

Your results will appear as shown below.

## Class Search

### Class Search Results

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

Germanna Community College | 2006 Fall

The following classes match your search criteria Course Subject: **Accounting**, Course Number is exactly '211', Course Career: **Credit**, Show Open Classes Only: **Y**

● Open ■ Closed ▲ Wait List

CHANGE INSTITUTION OR TERM START A NEW SEARCH

▼ ACC 211 - Principles of Accounting I

Section	Status	
<span style="background-color: #90EE90; border: 1px solid black; padding: 2px 10px; border-radius: 5px;">View All Sections</span> <span style="float: right;">First <input type="text" value="1-3 of 6"/> Last</span>		
Section <span style="border: 1px solid #4F81BD; padding: 2px;">01-LEC(21240)</span>	Status <span style="color: green;">●</span>	
Session Regular Academic Session		
<a href="#">Days &amp; Times</a>	<a href="#">Room</a>	<a href="#">Instructor</a>
TuTh 11:00AM - 12:15PM	Computer Lab	Kathleen Lukcso
Section <span style="border: 1px solid #4F81BD; padding: 2px;">180-LEC(10144)</span>		Status <span style="color: green;">●</span>
Session Regular Academic Session		
<a href="#">Days &amp; Times</a>	<a href="#">Room</a>	<a href="#">Instructor</a>
Th 7:00PM - 9:45PM	Classroom	Gerald Korb

Repeats your Class Search Criteria you entered on the previous page

Shows the legend for the **Class Status symbols**

Click **View All Sections** to see all results instead of just 3.

Click the Section to view more class information as well as **PREREQUISITES**.