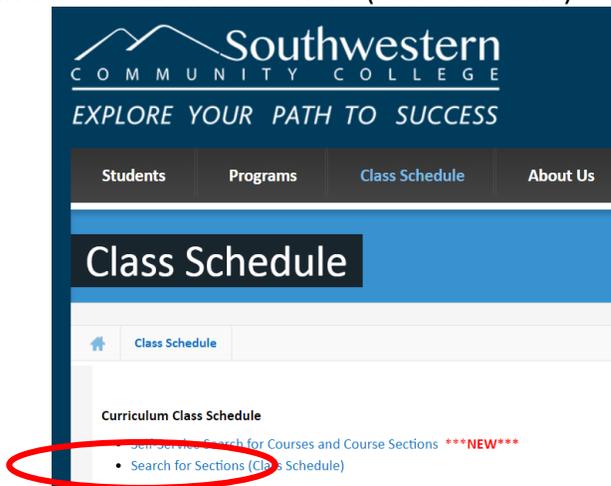


How to Search for Multiple Course for an Upcoming Semester

1) Go to Southwesterncc.edu website and click on the **Class Schedule** link.



2) Then select Search for Sections (Class Schedule)



3) Select a term from the drop-down box beside Term. You can narrow your search by selecting one or more of these options:

- Subject
- Day of the week
- Keyword
- Location
- Instructor's last name

After you have selected your search criteria click on the Submit button.

The image shows the 'Search for Sections' form. It includes a 'Term' drop-down menu, 'Starting On/After Date' and 'Ending By Date' fields, a table for selecting 'Subjects', 'Course Levels', 'Course Number', and 'Section', 'Sections Meeting After' and 'Sections Ending Before' drop-downs, a row of checkboxes for days of the week (Mon-Sun), 'Course Title Keyword(s)', 'Location', 'Academic Level', and 'Instructor's Last Name' fields, and a 'SUBMIT' button.

Subjects	Course Levels	Course Number	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4. The **Section Selection Results** will give you a list of sections that met your search criteria you entered on the Search for Section screen. In the example below BIO 112 at the Macon Campus was being searched.

Note: In the Available/Capacity column the first number tells you how many seats are still available and the second number tells you the total seats allotted for the class.

Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/Capacity/Waitlist	Credits	CEUs	Academic Level
Spring 2020	Open	BIO-112-MD1 (44976) General Biology II Textbook Information	Macon Campus	01/13/2020-05/13/2020 Classroom Hours Monday, Wednesday 08:00AM - 10:45AM, Cecil L. Groves Center, Room 118	M. McIntosh	20 / 20 / 0	4.00		Curriculum
Spring 2020	Open	BIO-112-MD2 (45025) General Biology II Textbook Information	Macon Campus	01/14/2020-05/14/2020 Classroom Hours Tuesday, Thursday 08:00AM - 10:45AM, Cecil L. Groves Center, Room 118	A. Pierce	20 / 20 / 0	4.00		Curriculum
Spring 2020	Open	BIO-112-MD3 (45032) General Biology II Textbook Information	Macon Campus	01/14/2020-05/14/2020 Classroom Hours Tuesday, Thursday 11:00AM - 01:45PM, Cecil L. Groves Center, Room 118	A. Pierce	20 / 20 / 0	4.00		Curriculum

5. In the **Section Name and Title** column, you can click on the class name that is in blue, and this will take you to another screen that will give you a description of the course and any prerequisites which are required.

Title General Biology II
 Course BIO-112-MD1
 Section Number
 Description This course is a continuation of BIO 111. Emphasis is placed on organisms, evolution, biodiversity, plant and animal systems, ecology, and other related topics. Upon completion, students should be able to demonstrate comprehension of life at the organismal and ecological levels.
 Credits 4.00 CEUs
 Start Date 13 January 2020 End Date 15 May 2020
 Academic Level CU - Curriculum

Meeting Information

01/13/2020-05/13/2020 Classroom Hours Monday, Wednesday 08:00AM - 10:45AM, Cecil L. Groves Center, Room 118

Faculty name

Michael S. McIntosh

Phone

Extension

E-mail address

Instructional Method

Classroom Hours, Lab/Shop Hours

Requisite Courses

Take BIO-111	Take previously	Required
--------------	-----------------	----------

- 6) When creating your schedule always make sure you write down the section name, section number, and the time and date of the course.

For example: BIO 112 MD1 MW 8:00 am – 10:45am.