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## Class Search

### Concept

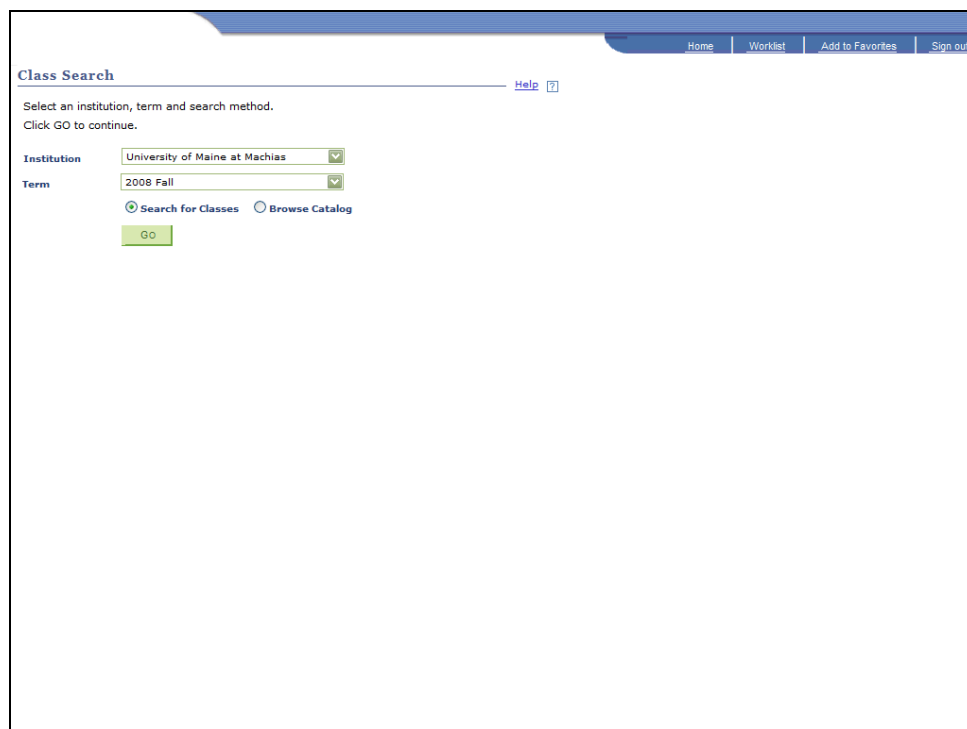
Use the **Class Search** feature to search for classes within a specific institution and term.

Students access **Class Search** via the MaineStreet Student Center (login to MaineStreet portal > click on *Student Self-Service* > Click on *Student Center* > click the *Search for Classes* button).

Faculty access **Class Search** via the MaineStreet Faculty Center ( login to the MaineStreet portal > Select *Enterprise Applications* > *Campus Solutions* > *Faculty Center* > *Class Search* tab).


### Procedure

Step	Action
1.	On the <b>Class Search</b> page, enter or look up and select the <b>Institution</b> and <b>Term</b> for which you want to find classes. You also have the option of looking at course information in the Institution's catalog.



The screenshot shows the 'Class Search' web page. At the top right, there are navigation links: Home, Worklist, Add to Favorites, and Sign out. The main heading is 'Class Search' with a 'Help' link. Below the heading, there is a prompt: 'Select an institution, term and search method. Click GO to continue.' The 'Institution' dropdown menu is set to 'University of Maine at Machias'. The 'Term' dropdown menu is set to '2008 Fall'. There are two radio buttons: 'Search for Classes' (which is selected) and 'Browse Catalog'. A green 'Go' button is located below the search options.



Step	Action
2.	Click the <b>GO</b> button. 

A screenshot of a web application's "Class Search" page. The page has a blue header with navigation links: Home, Worklist, Add to Favorites, and Sign out. Below the header, the title "Class Search" is followed by a "Help" link. The main content area contains instructions: "Select an institution, term and search method. Click GO to continue." There are two dropdown menus: "Institution" set to "University of Maine" and "Term" set to "2008 Fall". Below these are two radio buttons: "Search for Classes" (selected) and "Browse Catalog". A green "Go" button is positioned below the radio buttons.

3.	On the <b>Search for Classes</b> page, you specify search criteria such as subject, course catalog number, career, and by using the <i>Additional Search Criteria</i> fields, meeting days, instructor, location, etc.
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Step	Action
4.	Enter the <b>Course Subject</b> code (optional).  If you don't know the code for the class subject you want (for example, BIO for biology, MAT for math, etc.), click the <b>Select Subject</b> button.  <div style="border: 1px solid black; padding: 2px; display: inline-block;">select subject</div>

# Process Document

## Class Search



Class Search

Home | Worklist | Add to Favorites | Sign out

### Course Subject Lookup

University of Maine | 2008 Fall

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

0 1 2 3 4 5 6 7 8 9

Select a Subject

<input type="button" value="select"/>	AAP	Athletic Practice Time
<input type="button" value="select"/>	ABD	Study Abroad
<input type="button" value="select"/>	ABUP	Associate Business-ITV-USM
<input type="button" value="select"/>	ACCT	Transfer
<input type="button" value="select"/>	ACE	Academic & Career Explorations
<input type="button" value="select"/>	AE	Agricultural Engineering
<input type="button" value="select"/>	AED	Art Education
<input type="button" value="select"/>	AEN	Agricultural Engineering
<input type="button" value="select"/>	AEN-	Agricultural Engineering (2yr)
<input type="button" value="select"/>	AER	Aerospace Studies
<input type="button" value="select"/>	AES	Applied Ecology & Environmental Sciences
<input type="button" value="select"/>	AF	Air Force
<input type="button" value="select"/>	AGR	Agriculture (Transfer)
<input type="button" value="select"/>	AGSC	Transfer
<input type="button" value="select"/>	AIM	Transfer
<input type="button" value="select"/>	AMS	Transfer

Step	Action
5.	On the <b>Course Subject Lookup</b> page, click the first letter of the desired subject (B for biology for example). This will display a list of all the subject codes starting with that letter.
6.	When you have found the subject code, click the <b>Select</b> button next to it. <input type="button" value="select"/>

[Home](#) | [Worklist](#) | [Add to Favorites](#) | [Sign out](#)

**Class Search** [Help](#) (?)

**Search for Classes**

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

University of Maine | 2008 Fall

**Class Search Criteria**

Course Subject: select subject MAT Mathematics

Course Number: is exactly ▼

Course Career: Undergraduate ▼

Show Open Classes Only

Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

▶ Additional Search Criteria

CHANGE SELECTION
CLEAR CRITERIA
SEARCH

Step	Action
7.	<p>If you don't know the exact <b>Course Number</b> (the 101 of MAT 101, for example), there are several options for specifying number ranges.</p> <p>Click the <b>Course Number</b> pull-down list.</p>

# Process Document

## Class Search



Class Search [Help](#) ?

Search for Classes

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

University of Maine | 2008 Fall

**Class Search Criteria**

Course Subject   Mathematics

Course Number

Course Career

Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

Step	Action
8.	You can ask for a number range greater than or equal to a specified number, or a range less than or equal to a number. You can also leave the field blank, which means all course numbers.

Class Search
Home | Worklist | Add to Favorites | Sign out

[Help](#) ?

### Search for Classes

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

University of Maine | 2008 Fall

**Class Search Criteria**

Course Subject: select subject  Mathematics

Course Number: greater than or equal to

Course Career: Undergraduate

Show Open Classes Only

Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

▶ Additional Search Criteria

CHANGE SELECTION
CLEAR CRITERIA
SEARCH

Step	Action
9.	Enter a number in the <b>Course Number</b> field (unless you wish to leave it blank).
10.	The third criterion for a simple search is the Course Career. This can be left blank, or you can select a career. Click the <b>Course Career</b> pull-down list.

# Process Document

## Class Search



Home | Worklist | Add to Favorites | Sign out

### Class Search

[Help](#) [?]

#### Search for Classes

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

University of Maine | 2008 Fall

#### Class Search Criteria

Course Subject:   Mathematics

Course Number:

Course Career:

Use Additional Search Criteria to narrow your search results.

Step	Action
11.	The list will show the careers for the selected Institution.
12.	If you want to see both open and closed class sections, click to remove the check next to "Show Open Classes Only."

[Home](#) | [Worklist](#) | [Add to Favorites](#) | [Sign out](#)

**Class Search** [Help](#) 

**Search for Classes**

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

University of Maine | 2008 Fall

**Class Search Criteria**

Course Subject: select subject  Mathematics

Course Number:

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	Action
13.	When you have entered at least 2 search criteria, click <b>Search</b> to perform the search. <div style="border: 1px solid green; display: inline-block; padding: 2px 10px; margin-top: 5px; background-color: #90EE90;">SEARCH</div>

# Process Document

## Class Search



**Class Search** Home Worklist Add to Favorites Sign out

**Class Search Results**

When available, click View All Sections to see all sections of the course.

University of Maine | 2008 Fall

The following classes match your search criteria Course Subject: **Mathematics**, Course Number greater than or equal to '300', Course Career: **Undergraduate**, Show Open Classes Only: **Y**

Open
  Closed
  Wait List

**MAT 305 - Mathematics for Secondary School Teachers**
View All Sections First 1 of 1 Last

Section [0001-LEC\(3858\)](#) Status ●

Session Regular

Days & Times	Room	Instructor	Meeting Dates
Tu 4:00PM - 6:30PM	Neville Hall 204	Tod L Shockey	9/2/2008 - 12/12/2008

**MAT 329 - Problems Seminar II**
View All Sections First 1 of 1 Last

Section [0001-SEM\(3850\)](#) Status ●

Session Regular

Days & Times	Room	Instructor	Meeting Dates
Mo 10:00AM - 10:50AM	Neville Hall 406	Theodore Roosevelt	9/2/2008 - 12/12/2008

**MAT 332 - Statistics for Engineers**
View All Sections First 1-2 of 2 Last

Section [0001-LEC\(3862\)](#) Status ●

Session Regular

Step	Action
14.	<p>On the <b>Class Search Results</b> page, you will see a list of all the class sections that meet your criteria.</p> <p>To see details of any class section, click the link immediately to the right of the word "Section:"</p>

[Home](#) | [Worklist](#) | [Add to Favorites](#) | [Sign out](#)

**Class Search**

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**Class Detail**

**MAT 305 - 0001 Mathematics for Secondary School Teachers**  
 University of Maine | 2008 Fall | Lecture

[RETURN TO RESULTS](#)

**CLASS DETAILS**

<b>Status</b>	● Open	<b>Career</b>	Undergraduate
<b>Class Number</b>	5858	<b>Dates</b>	9/2/2008 - 12/19/2008
<b>Session</b>	Regular Academic Session	<b>Grading</b>	Graded
<b>Units</b>	3 units	<b>Location</b>	Orono UM Campus
<b>Instruction Mode</b>	On Site Classroom	<b>Campus</b>	University of Maine
<b>Class Components</b>	Lecture	Required	

**MEETING INFORMATION**

Days & Times	Room	Instructor	Meeting Dates
Tu 4:00PM - 6:30PM	Neville Hall 204	Abraham Lincoln	9/2/2008 - 12/12/2008

**ENROLLMENT INFORMATION**

<b>Consent</b>	Instructor Consent Required
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**CLASS AVAILABILITY**

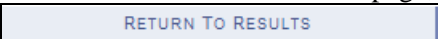
<b>Class Capacity</b>	25	<b>Wait List Capacity</b>	0
<b>Enrollment Total</b>	0	<b>Wait List Total</b>	0
<b>Available Seats</b>	25		

**Notes**

**Class Notes** Open to prospective secondary teachers only.

**DESCRIPTION**

Intended for prospective teachers of secondary school mathematics. MAT 305 satisfies the state certification requirements for a methods course. Topics covered include issues and problems in mathematics education, classroom

Step	Action
15.	To return to the Search Results page, click the " <b>Return To Results</b> " button. <div style="text-align: center; margin-top: 5px;">  </div>

# Process Document

## Class Search



Class Search

Home | Worklist | Add to Favorites | Sign out

### Class Search Results

When available, click View All Sections to see all sections of the course.

University of Maine | 2008 Fall

The following classes match your search criteria Course Subject: **Mathematics**, Course Number greater than or equal to '300', Course Career: **Undergraduate**. Show Open Classes Only: **Y**

Open
  Closed
  Wait List

MAT 305 - Mathematics for Secondary School Teachers
 [View All Sections](#)
First 1 of 1 Last

Section [0001-LEC\(5858\)](#) Status

Session Regular

Days & Times	Room	Instructor	Meeting Dates
Tu 4:00PM - 6:30PM	Neville Hall 204	Abraham Lincoln	9/2/2008 - 12/12/2008

MAT 329 - Problems Seminar II
 [View All Sections](#)
First 1 of 1 Last

Section [0001-SEM\(5860\)](#) Status

Session Regular

Days & Times	Room	Instructor	Meeting Dates
Mo 10:00AM - 10:50AM	Neville Hall 406	Theodore Roosevelt	9/2/2008 - 12/12/2008

MAT 332 - Statistics for Engineers
 [View All Sections](#)
First 1-2 of 2 Last

Section [0001-LEC\(5862\)](#) Status

Session Regular

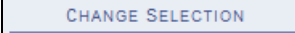

Step	Action
16.	To enter new search criteria, click the <b>Start a new Search</b> button. <input type="button" value="START A NEW SEARCH"/>



The screenshot shows the 'Class Search' web application interface. At the top right, there are navigation links: Home, Worklist, Add to Favorites, and Sign out. The main heading is 'Class Search' with a 'Help' link. Below this is the section 'Search for Classes' with the instruction: 'Select at least 2 search criteria. Click Search to view your search results.' The page is for 'University of Maine | 2008 Fall'. The 'Class Search Criteria' section includes:
 

- Course Subject:** A dropdown menu with 'select subject' and an empty text input field.
- Course Number:** A dropdown menu with 'is exactly' and an empty text input field.
- Course Career:** A dropdown menu with 'Undergraduate'.
- Show Open Classes Only
- Show Open Entry/Exit Classes Only

 Below these criteria is a section titled 'Use Additional Search Criteria to narrow your search results.' containing an 'Additional Search Criteria' button with a right-pointing arrow. At the bottom of the criteria section are three buttons: 'CHANGE SELECTION', 'CLEAR CRITERIA', and 'SEARCH'.

Step	Action
17.	The <b>Change Selection</b> button lets you change the Institution and Term. 
18.	To have more search criteria to use, click the <b>Additional Search Criteria</b> button. 
19.	Use any or all of the additional search criteria fields to refine your search.
20.	To select (or avoid) classes using distance education modes of instruction, click the <b>Mode of Instruction</b> pull-down list.

# Process Document

## Class Search



University of Maine | 2008 Fall Home | Worklist | Add to Favorites | Sign out

**Class Search Criteria**

Course Subject:  ENG English

Course Number: is exactly

Course Career: Undergraduate  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:

Location:  by General Education category

Interactive Television  
On Site Classroom  
Video Conferencing  
Video Streaming  
World Wide Web

Step	Action
21.	Select the desired instruction mode.

University of Maine | 2008 Fall

Home | Worklist | Add to Favorites | Sign out

**Class Search Criteria**

Course Subject:  ENG English

Course Number:

Course Career:

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:

Mon  Tues  Wed  Thurs  Fri  Sat  Sun

Instructor Last Name:

Class Nbr:  (example: 1136)

Course Title Keyword:  (example: statistics)

Course Component:

Session:

Mode of Instruction:

Location:

Check if you want to search by General Education category

Step	Action
22.	When you have entered all your criteria, click <b>Search</b> . <input type="button" value="SEARCH"/>

# Process Document

## Class Search



Class Search

Class Search Results

When available, click View All Sections to see all sections of the course.

University of Maine | 2008 Fall

The following classes match your search criteria Course Subject: English, Course Career: Undergraduate, Show Open Classes Only: Y, Mode of Instruction: World Wide Web

Open Closed Wait List

CHANGE SELECTION START A NEW SEARCH

ENG 131 - The Nature of Story

**View All Sections** First 1-3 of 6 Last

Section	0990-LEC(4200)	Status
Session	Regular	
Days & Times	Room	Instructor
TBA	TBA	Woodrow Wilson
Meeting Dates	9/2/2008 - 12/12/2008	

Section	0990-LEC(4200)	Status
Session	Regular	
Days & Times	Room	Instructor
TBA	TBA	Woodrow Wilson
Meeting Dates	9/2/2008 - 12/12/2008	

Section	0990-LEC(4200)	Status
Session	Regular	
Days & Times	Room	Instructor
TBA	TBA	Woodrow Wilson
Meeting Dates	9/2/2008 - 12/12/2008	

Step	Action
23.	If there are multiple sections of a course, you can display all of them by clicking the " <b>View All Sections</b> " link. <b>View All Sections</b>
24.	<b>End of Procedure.</b>