

The online searchable Schedule of Classes is called the “Class Search”. People with access to Pathway should log-in to Pathway to view the Class Search. If you do not have an SSO and password for Pathway see: <http://www.umkc.edu/registrar/registration/schedule-of-classes.asp> for a link to the guest version that does not require log-in. The Class Search will display all classes offered for the term.

Note: You cannot use the “Back” or “Forward” arrows built in to your browser. [Definition: a “browser” is what you use to access the Internet. Examples of common browsers are Internet Explorer or IE, Firefox, or Safari.]

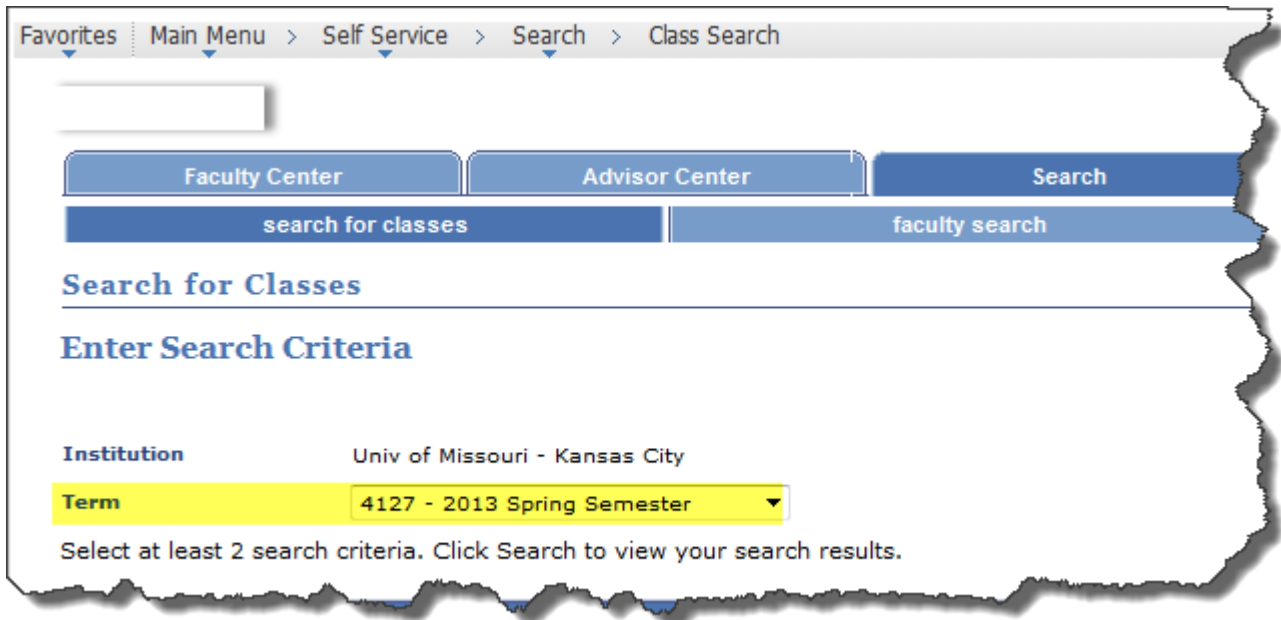
Internet Explorer (IE):

Firefox:

Safari:

Use the links and buttons within Pathway for navigation.

1. If you logged into Pathway to view the Class Search, navigate to **Self Service > Search > Class Search**
2. Select the term for which you want to look-up classes from the drop-down menu.



3. You must select at least 2 search criteria
 - a. One of the easiest ways to search for classes is by **course subject** (English, Math, History, etc.) and **course career** (Undergraduate, Graduate).

Institution: Univ of Missouri - Kansas City
 Term: 4127 - 2013 Spring Semester

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

Class Search Criteria

Course Subject: History
 Course Number: is exactly
 Course Career: Undergraduate

Show Open Classes Only

4. There are a multitude of Additional Search Criteria to choose from if you are looking for something specific.
 - a. Search by **Course Component** if you are looking for classes that are Lecture vs. Laboratory

Course Component

- Session
- Mode of Instruction
- Campus
- Location
- Course Attribute Value

Clinical
 Exam Only
 Field Studies
 Independent Study
 Individual Lessons
 Internship/Externship
 Laboratory
 Lecture
 Practicum
 Recitation/Seminar/Discussion
 Studio

- b. Search by **Session** if you want to find a class that meets outside of the “regular” term, for instance a class that meets in the **Second Eight Weeks** of a Fall Term.

Session

- Mode of Instruction
- Campus
- Location
- Course Attribute Value

April Session
 August Session
 December Session
 Eight Week - First
 Eight Week - Second
 Eight Week - Third
 February Session
 Five Week - First

Note: Month long sessions are only used for the School of Medicine.

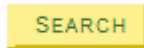
- c. Search by **Mode of Instruction** if you want to find all **Online** classes or only **Classroom Based** courses.
 - d. Search by **Location** if you are looking for classes offered at the **Northland** Campus or **PACE** classes.
 - e. Search by **Course Attribute Value** if you want to find all **Cluster Courses** or all **Writing Intensive** courses. First select **Section Information** for the Course Attribute then select the Course Attribute Value you wish to search.

Course Attribute

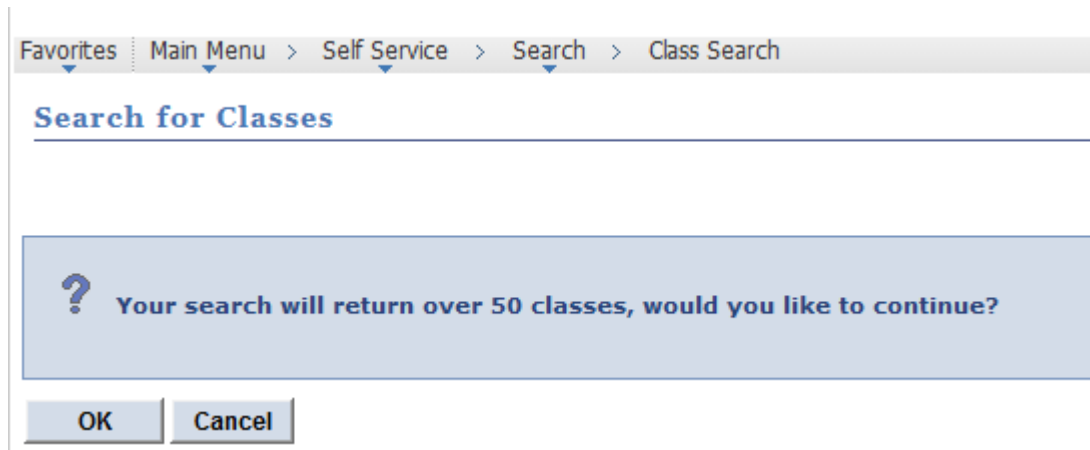
Section Information

Course Attribute Value: Writing Intensive

- f. When you are ready to find the classes you want, click the yellow **Search** button at the bottom of the page.



5. If you have not selected many search criteria options, you may get a lot of results. This may take longer to load than if you had more-narrow search criteria. Click the **OK** button.



6. These are the search results.
- Each class is coded with a shape to indicate if it is Open, Closed, or has a Wait List.



- The Course and Title are listed first. Each section of the course is listed below the course and title.
- The class search displays the topic for **Special Topics** courses right on the search results page, along with the **Attributes** and **Available Seats**.

▼ **SOCIOL 300CV - Special Topics In Sociology**

| First 1-2 of 2 Last | | | |
|---------------------|--|------------------------------|---------------------------------|
| Section | 0001-LEC(16323) | Status | |
| Session | Eight Wk 1 | Available Seats | 25 |
| Location | PACE - Off Campus | Instruction Mode | Online Asynchronous instruct |
| Units | 1 - 3 units | | |
| Topic | Family Violence | | |
| Attributes | PACE Section, Women's & Gender Studies | | |
| Days & Times | Room | Instructor | Meeting Dates |
| TBA | Internet Class | Traci Ketter | 01/22/2013 - 03/08/2013 |

7. Click on the **Section** number link to view the **Class Detail** page. If you attempt to add a class and it won't let you, check this page to see if there is a requirement or co-requisite you have not met yet.
- Enrollment Requirements** are enforced at registration. If you do not meet the requirements listed, you will not be allowed to enroll in the class. Enrollment Requirements may be different for different sections of the class.

| Enrollment Information | |
|--------------------------------|---|
| Enrollment Requirements | Non-degree students must provide the Chem Dept admin assistant, 205 Spencer Chem Bldg, 816-235-2273, with copies of transcripts showing prerequisite completion to obtain permission to register for this course. Corequisites apply to all students. |

- b. **Available Seats** are in real time and include all available seats at the time you searched for the class.

| Class Availability | | | |
|-------------------------|----|---------------------------|---|
| Class Capacity | 30 | Wait List Capacity | 0 |
| Enrollment Total | 0 | Wait List Total | 0 |
| Available Seats | 30 | | |

- c. **Wait lists** are optional and students will be automatically enrolled from the waitlist unless they system encounters a registration error. Learn more about waitlists at <http://www.umkc.edu/registrar/registration/>
- d. **Class Notes** may contain vital information about where (and when) the class is meeting or any special requirements.

| Notes | |
|--------------------|--|
| Class Notes | Class is taught via the Internet. Go to http://blackboard.umkc.edu/ and log-in with your SSO for complete class information. For help using this resource, contact the Call Center at 816-235-2000. Note: Class meets 1st 8 weeks (Jan 9 - Mar 2) |

- e. The **Description** is from the official UMKC Catalog and contains any **prerequisites** for taking the course. Some prerequisites are enforced at registration but not all are. It is recommended that you meet them if you plan to successfully pass the course. Some departments may request you drop the course if you do not meet the prerequisites.

| Description | |
|-------------|--|
| | The two terms (CHEM 321, CHEM 322R) constitute an integrated unit in which the chemistry of aliphatic, aromatic, and some heterocyclic compounds are studied. The study begins with simple monofunctional compounds and ends with polyfunctional natural products. Prerequisites: CHEM 211 CHEM 211L and CHEM 212 CHEM 212L or their equivalents (each with a C-or better). Restrictions: corequisite CHEM 321L Offered: Each Term |

8. Click the **View Search Results** button at the bottom of the page to go back to your search results. Don't forget, do not use the back and forward arrows in your browser.
9. Some courses may meet at different times depending on the day of the week, thus there will be multiple rows to represent the different times of day.

▼ **SOCIOL 327 - Us Government's Indian Policies: Practices Of A Colonizing Nation**

| First 1 of 1 Last | | | |
|--------------------|---|-------------------------------|-------------------------|
| Section | 0001-LEC(13722) | Status | |
| Session | Eight Wk 1 Combined Section | Available Seats | 30 |
| Location | Cont Ed - A&S - Off-Campus | Instruction Mode | Classroom Based |
| Units | 1 units | | |
| Attributes | Continuing Education | | |
| Days & Times | Room | Instructor | Meeting Dates |
| Sa 8:30AM - 4:30PM | Off-Campus (See Class Notes) | Michael Tosee | 01/22/2013 - 03/08/2013 |
| Su 8:30AM - 4:30PM | Off-Campus (See Class Notes) | Michael Tosee | 01/22/2013 - 03/08/2013 |

10. You can [START A NEW SEARCH](#) by clicking the link found at the top or bottom of the search results page.

11. To search for classes for a different term, you must select the term from the **Term** drop down menu on the Class Search page.



Enter Search Criteria

Institution Univ of Missouri - Kansas City

Term 4127 - 2013 Spring Semester ▼