

This instructional document has been created to assist you in viewing the most current up to date course offerings each semester.

To access the most current

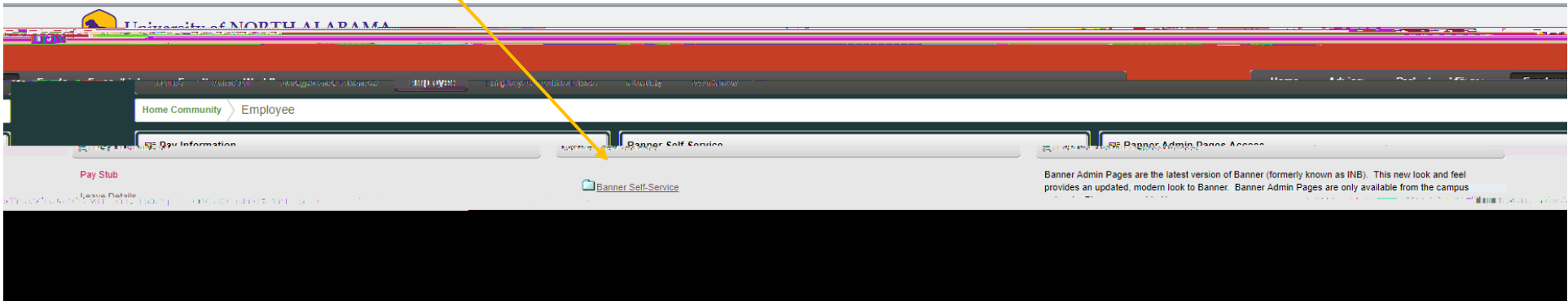
for each semester, please access your _____ from the UNA home page:



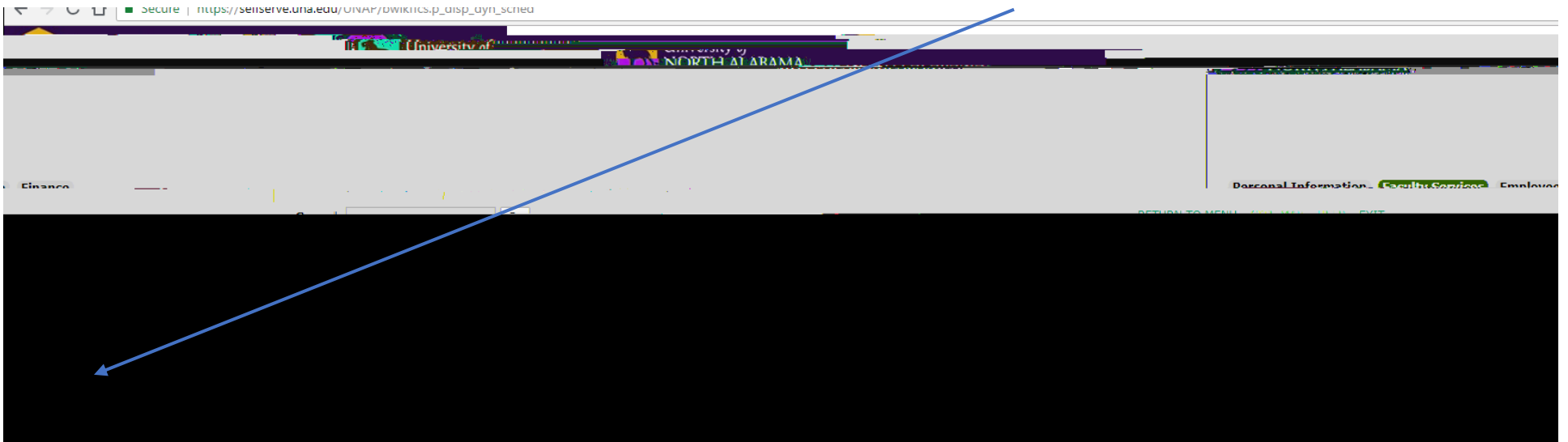
Once you click on the PORTAL link from the UNA website, it will take you into the following screen, click _____



Next click on the below link _____



Once you click on _____ a list of other links will appear, click on the _____ link:



The below is the outcome from selecting _____ only courses:

Scheduled Meeting Times

Time	Days	Where	Date Range	Schedule Type	Instructors

Accounting Concepts I - 14629 - AC 291 - I01

Associated Term: Fall 2018
Registration Dates: Mar 19, 2018 to Aug 02, 2018
Undergraduate

Campus: Main
Schedule Type: Lecture
Instructional Method: Internet
Credits: 3.000 Cr
[View Catalog Entry](#)

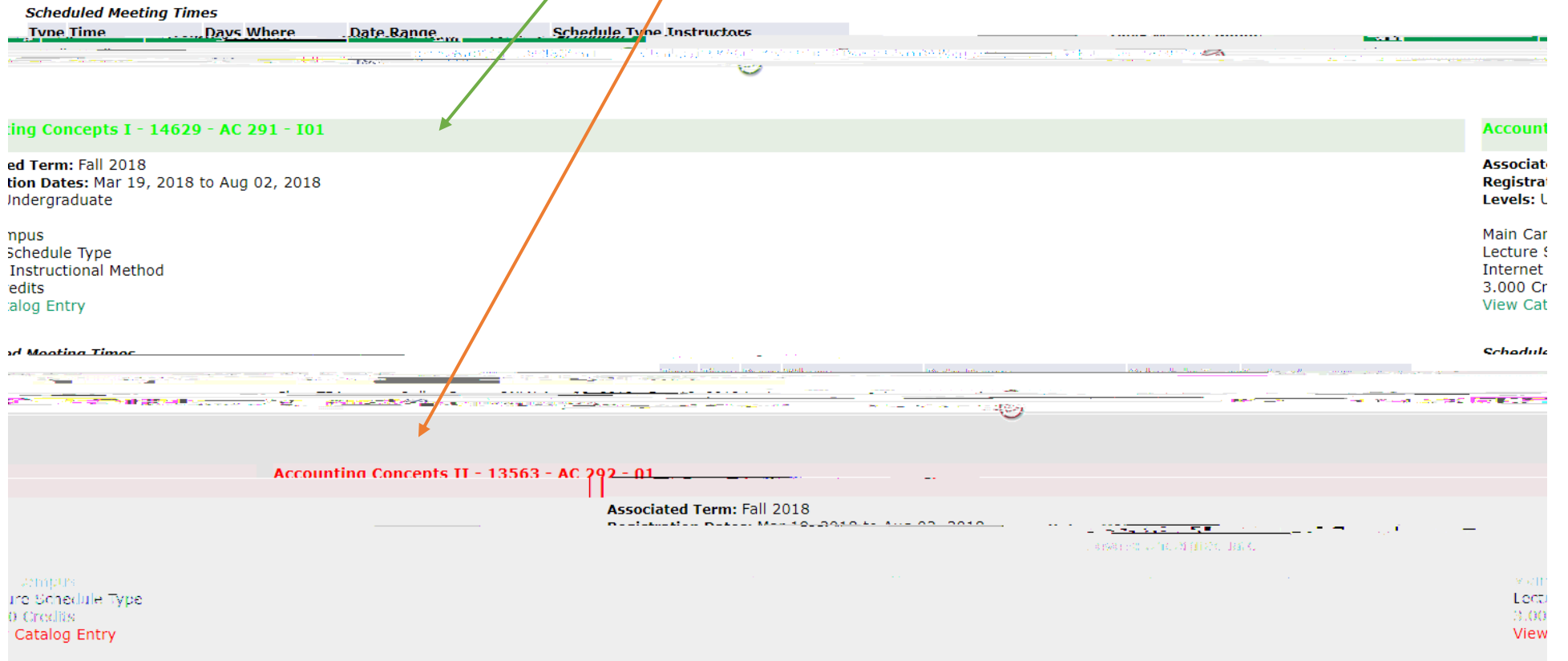
Scheduled Meeting Times

Time	Days	Where	Date Range	Schedule Type	Instructors

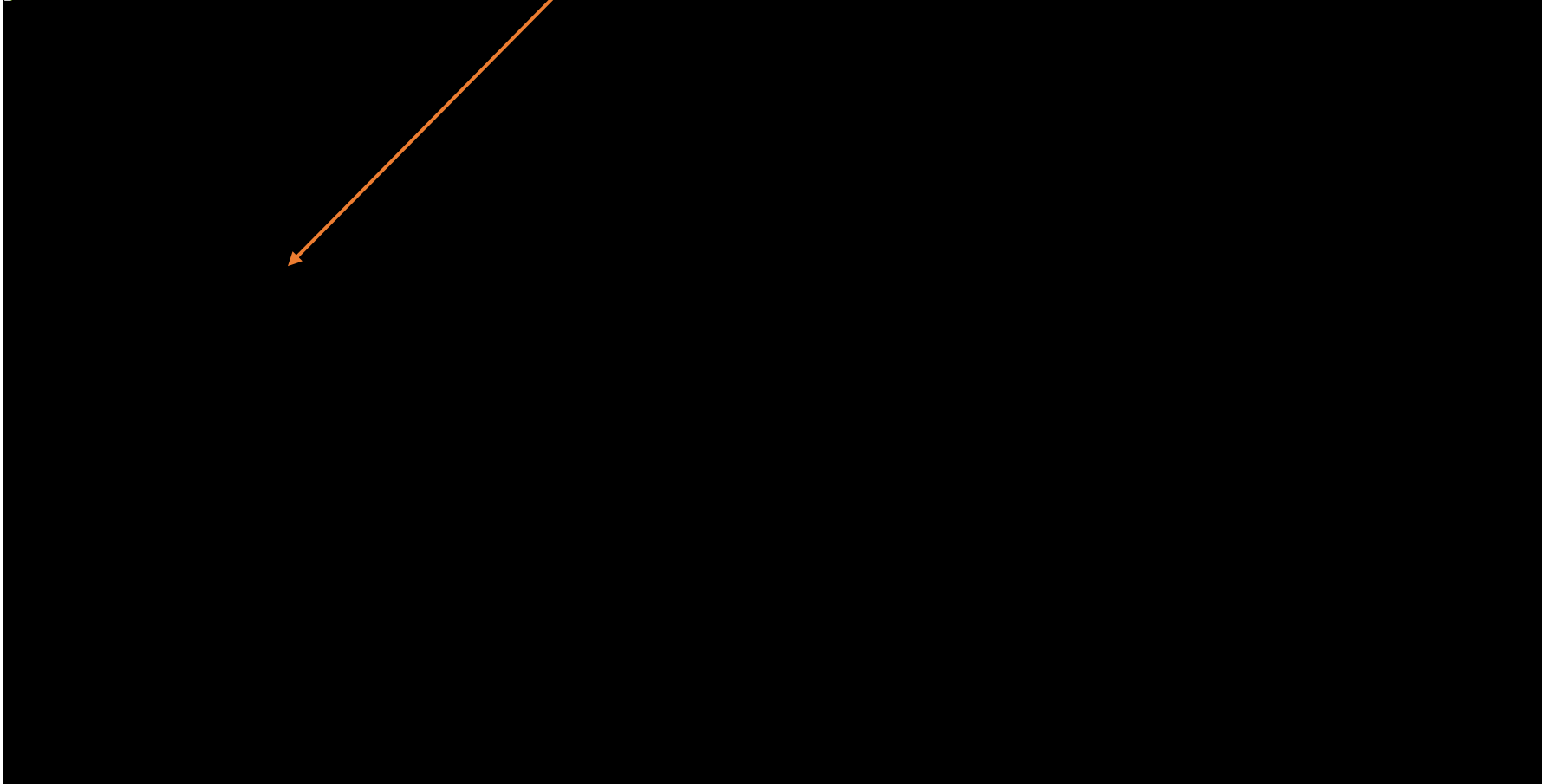
Accounting Concepts II - 13563 - AC 292 - 01

Associated Term: Fall 2018
Registration Dates: Mar 19, 2018 to Aug 02, 2018

Campus: Main
Schedule Type: Lecture
Credits: 3.00
[View Catalog Entry](#)



You will place your mouse inside the box, hold down the _____
on your keyboard and hit the _____ this will highlight the entire box and select all the subjects. The outcome will be a list of all course offerings and sections in alpha order



Below is the outcome (section) of selecting ___ subject codes as shown above.

Independent Study Schedule Type 11100, 11100, 11100

Associated Term: Fall 2018
Registration Dates: Mar. 19, 2018 to Aug. 02, 2018

Levels: Undergraduate

Main Campus
Independent Study Schedule Type
3.000 Credits

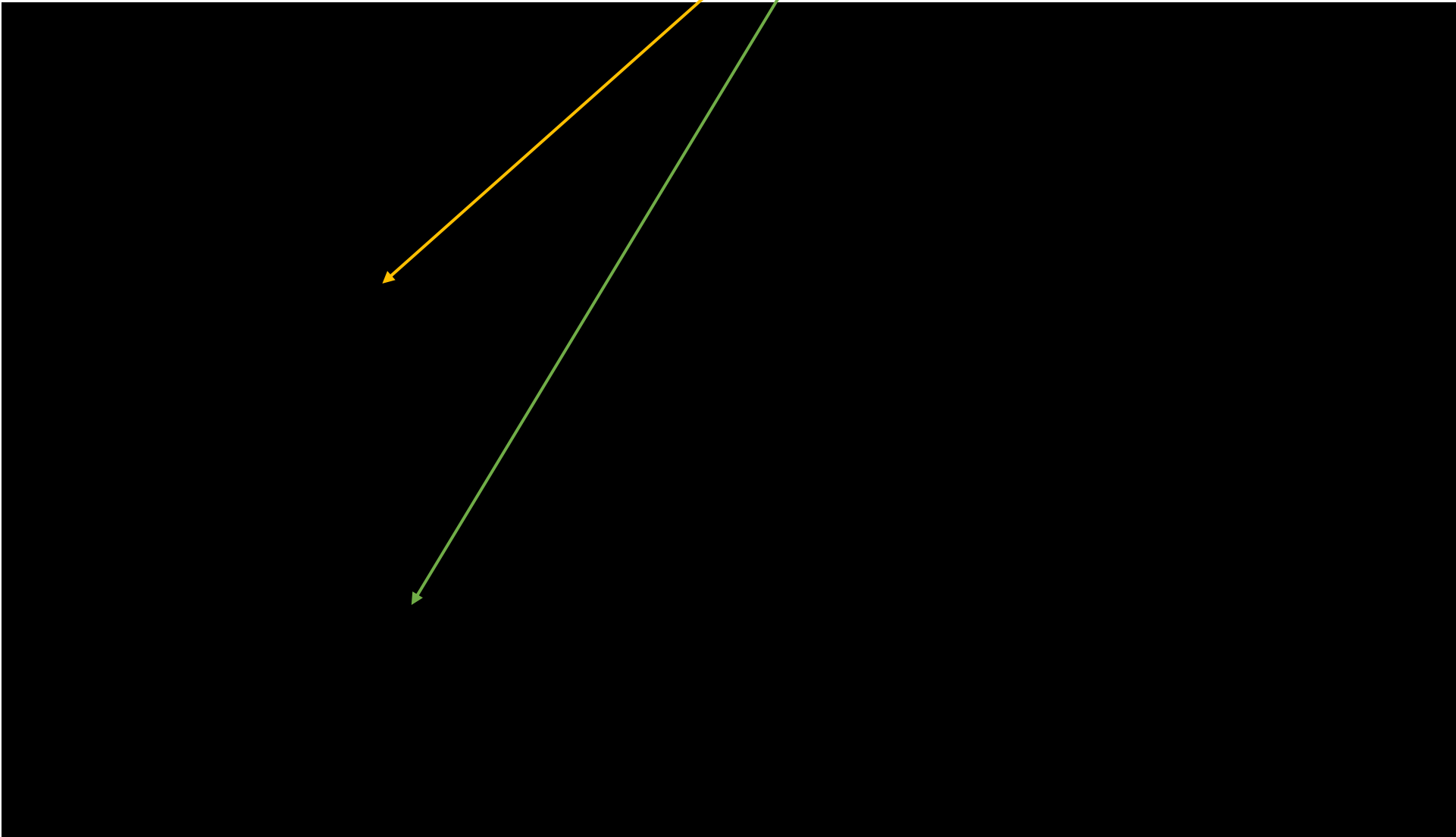
[View Catalog Entry](#)

Part of Term=

You select the _____, instructional method= _____, and

The screenshot shows a web-based course search interface. A vertical green line is drawn on the left side, extending from the 'Part of Term=' label to the 'Credit Range' field. An orange arrow points from the top right towards the 'Subject' dropdown menu. A black arrow points from the top right towards the 'Instructional Method' dropdown menu. The interface includes a search bar at the top right, a 'Go' button, and a 'Class Schedule Search' section. The 'Subject' dropdown is open, showing options: AC - Accounting, AR - Art, ARB - Arabic, and ASL - American Sign Language. The 'Instructional Method' dropdown is also open, showing options: Hybrid and Internet. The 'Credit Range' field is set to 'hours to' followed by a blank space. The 'Course Level' dropdown is set to 'All Graduate'. The 'Start Time' is set to 'Fall Term' with 'Hour' and 'Minute' dropdowns set to '00'. The 'Days' field is set to 'Mon', 'Tue', 'Wed', 'Thur...', 'Fri', 'Sat', and 'Sun'. The interface also includes a 'Course Number' field and a 'Title' field.

Below is the outcome from the above criteria. You see sections for



Once you find your course, you can see the specifics of that course:

Legal Environment of Business - 10908 - BL 240 - 04

Associated Term: Fall 2018
Registration Dates: Mar 19, 2018 to Aug 02, 2018

Main Campus
Lecture Schedule Type
3.000 Credits
[View Catalog Entry](#)

Scheduled Meeting Times

Schedule Type	Instructors	Type	Time	Days	Where	Dates Range

By clicking on the title of the course, you will be able to see the enrollment information:

_____ . You will also see if there are any students on the _____ for the course. You will also see additional information such as course restrictions:

Legal Environment of Business - 10908 - BL 240 - 04

Levels: Undergraduate
Main Campus
Lecture Schedule Type
3.000 Credits
[View Catalog Entry](#)

Actual	Remaining	Capacity
28	2	30
0	0	0

Seats
Waitlist Seats

Restrictions:
Must be enrolled in one of the following levels:
Undergraduate



119 Bibb Graves
Ext. 4654
registrar@una.edu

