HOW TO DO AN ADVANCED SEARCH IN WEB SELF-SERVICE

- 1. Log into Web Self Service
- 2. Click Student Services & Financial Aid
- 3. Click on Registration
- 4. Look up Classes to Add
- 5. Select the Term

a.

- 6. Click on Advanced Search
- 7. Highlight everything in the subject box

Search	Go]
Advar	nced Search	
Firef Use	ox users: If you receive the e the selection options to searc	rror message "Your c h the class schedule.
Subject:	Public Policy ScienceInterdisciplinary Social Science Social Work Sociology Special Education Sustainability TAS-Research Honors Theater	

8. Scroll down to the section called "Attribute Type" and select the Gen Ed Category you are searching for:

Attribute Type:	Gen Ed 18-Cu Gen Ed 18-G	ilture & Creativit	y .	
Start Time: End Time:	Hour 00 T	ctorical Drenctvo	Minute 00 • Minute 00 •	
Days:	Mon	🔲 Iue	Wed	II II
Section Search Reset				
RELEASE: 8.7.2.4				
© 2019 Ellucian Company L.	P. and its affi	liates.		
🚱 🚔 é 🖻 🧕	P	2 <mark>0</mark> 2		

9. Click on Section Search and all of your options for that Gen Ed will appear. You can confirm it is the correct Gen Ed by looking at the far right column of a course. It will list the attribute that is associated with the class.

Christopher Squirlock R00659667 🗙 🚺 Look-Up Classes to Add:	× 🛨		-							
→ C A https://ssb.ramapo.edu/pls/RCNJ/bwskfcls.P_G	etCrse_Advanced									0. ģ
rsonal Information Student Services & Fina	ncial Aid Faculty Services Employ	yee								
arch Go			RETURN TO	MENU SIT	TE MAP HELP	EXIT				
all Up Classes to Add									C	iana L. Benavide
Jok-Op Classes to Add:									A	Fall 201
To register for classes, check the box in front	of the CRN (C = Closed Class, NR =	Not Available for R	egistration, SK	= Student	Restriction a	ind FK = Facu	ty Restriction) and click	c Register or A	ad to work	sneet.
ctions Found										
ricana Studies										
lect CRN Subj Crse Sec Cmp Cred Ti	tle Da	The second								$ \land $
		ys nne	Cap Act Rem	Cap Ac	t Rem C	L XL XL ap Act Ren	Instructor	Date (MM/DD)	Location	Attribute
40409 AFST 202 01 M 4.000 IN ST	ITRODUCTION TO AFRICAN F	01:45 pm- 03:25 pm	25 0 25	WL WI Cap Ac 0 0	L WL XI ct Rem C: 0 0	Ap Act Ren 0 0	Instructor Karl Johnson (<u>P</u>)	Date (MM/DD) 09/04- 12/21	Location	Attribute Gen Ed 18- Global
40409 AFST 202 01 M 4.000 IN ST nerican Studies	ITRODUCTION TO AFRICAN F TUDIES	01:45 pm- 03:25 pm	25 0 25	WL WI Cap Ac 0 0	L WL X Ct Rem Ca 0 0	ACL XI. Ap ACL Ren 0 0	Instructor Karl Johnson (면)	Date (MM/DD) 09/04- 12/21	Location	Attribute Gen Ed 18- Global Awareness
40409 AFST 202 01 M 4.000 IN ST nerican Studies	ITRODUCTION TO AFRICAN F	01:45 pm- 03:25 pm	Cap Act Rem	WI WI	L WIL XI ct Rem C: 0 0	Act Ren	Instructor Karl Johnson (P)	Date (MM/DD) 09/04- 12/21	Location ASB 327	Attribute Gen Ed 18- Global Awareness
40409 AFST 202 01 M 4.000 IN ST nerican Studies lect CRN Subj Crse Sec Cmp Cred Ti	ITRODUCTION TO AFRICAN F TUDIES	01:45 pm- 03:25 pm	Cap Act Rem 25 0 25 Cap Act Rem	WL WJ Cap Ac 0 0 WL WJ Cap Ac	L WL X Ct Rem Ca 0 0 L WL X Ct Rem Ca	L XL XL ap Act Ren 0 0	Instructor Karl Johnson (史) Instructor	Date (MM/DD) 09/04- 12/21 Date (MM/DD)	Location ASB 327 Location	Attribute Gen Ed 18- Global Awareness Attribute
40409 AFST 202 01 M 4.000 IN ST nerican Studies lect CRN Subj Crse Sec Cmp Cred Ti 40851 AMER 237 01 M 4.000 AN	ITRODUCTION TO AFRICAN F TUDIES	01:45 pm- 03:25 pm ys Time 11:50 am- 01:30 pm	Cap Act Rem 25 0 25 Cap Act Rem 30 0 30	WL WJ Cap Ac 0 0 WL WJ Cap Ac 0 0	L WL X Ct Rem C O O L WL X Ct Rem C O O	L XL XL ap Act Ren 0 0 L XL XL ap Act Ren 0 0	Instructor Karl Johnson (P) Instructor John A Gronbeck- Tedesco (P)	Date (MM/DD) 09/04- 12/21 Date (MM/DD) 09/04- 12/21	Location ASB 327 Location A 221	Attribute Gen Ed 18- Global Awareness Attribute Gen Ed 18- Global

- 1. Log into Web Self Service
- 2. Click Student Services & Financial Aid
- 3. Click on Registration
- 4. Look up Classes to Add
- 5. Select the Term

a.

- 6. Click on Advanced Search
- 7. Highlight everything in the subject box

Search	G	io	
Advar	nced Search		
Subject:	Dx users: If you receive the the selection options to sea Public Policy ScienceInterdisciplinary Social Science Social Work Social Work Social Work - MSW Social Work - MSW Social Education Sustainability TAS-Research Honors	e error rch th	message "Your c

8. Scroll down to the section called "Schedule Type" and select the preferred format. You can select multiple formats by holding the Ctrl button and clicking on your selections. Then click on "Selection Search" at the bottom of the page.

Subject:	Psychology Public Policy ScienceInterdisciplinari Social Science Social Work Social Work - MSW Sociology Special Education Sustainability	ý		
Course Title:	Number:			
Schodul	o Typo		*	
Schedul	e type.	Hybrid Internship Lab	•	

9. The search will yield a list of classes. Online classes will appear as TBA in the Times section.

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Сар	Act	Rem	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Instructor	Date (MM/DD)	Location	Attribute
R	41390	ITAL	101	50	М	4.000	FOUNDATIONS I - ITALIAN		TBA	24	22	2	0	0	0	0	0	0	Rosina Dangelo (<u>P</u>)	09/04- 12/21	<u>TBA</u>	Gen Ed 201 and Gen Ec Global Awareness
R	41417	ITAL	301	01	M	4.000	ITALIAN CONVERSATION & COMPOSITION	Μ	06:05 pm- 07:45 pm	30	8	22	0	0	0	0	0	0	Giuseppe Sorrentino (<u>P</u>)	09/04- 12/21	B 121	Gen Ed 201 and Gen Ec Global Awareness GE- INTERNATI ISSUES
You	canv	verif	/ the	e fo	rma	t of	the class by clicki	ngo	n the	• CF	RN (ofa	coi	irs	e ar	nd c	he	ckin	g the sch	edule tv	ne.	

Scheduled Meeting Tim	es				\frown	
Type Time	Days	Where	Date Range	(Schedule Typ	e Instructors
Class 6:05 pm - 7:45 pm	М	B Building 121	Sep 04,2019	- Dec 21,201	Hybrid	Giuseppe Sorrentino (P)