Pirate Port Class Search Guide

Submitting a Class Search

To search for classes from the Pirate Port Guest page, please do the following:

1. From the WhitNet box, click Admission Information then click Search for Sections.

2. On the Search for Sections page select the Term you would like to search for classes.

   NOTE: After selecting a term, you may leave the rest of the fields blank and click submit to view all classes for the selected term or you may enter additional search criteria.

3. To add additional search criteria, enter any or all of the following:
   a. In the Gen Ed drop-down box, choose the category for the class you are trying to find.
   b. Click the Open Sections Only box to show only classes that are available.
   c. Enter dates in the Starting On/After Date and Ending By Date fields to search classes using a date range (you may use this instead of term).
   d. Select up to five subjects from the Subject drop-down fields. You may add a Course Level, Course Number, and/or Section for each subject.
   e. Choose your preferred days and times for classes from the Section Meeting After and Section Ending Before drop-down boxes, and the day of the week check boxes.
   f. Enter any keywords in the Course Title Keyword(s) box, select a preferred campus location from the Location drop-down box, select a level from the Academic Level drop-down box, and enter an instructor’s last name in the Instructor’s Last Name box.

4. Click Submit.
Analyzing Search Results

Search Results Page: This page appears with a list of courses matching your criteria. It shows the term of the course, whether or not it is open, the course name and location, the class dates and times, the instructor’s name, whether or not there are seats available, how many credits the course is worth, the level of study, and the general education requirement the course fulfills.

<table>
<thead>
<tr>
<th>Term</th>
<th>Status</th>
<th>Section Name and Title</th>
<th>Location</th>
<th>Meeting Information</th>
<th>Faculty</th>
<th>Available/Capacity/Waitlist</th>
<th>Cross Listed</th>
<th>Credits</th>
<th>Lev</th>
<th>General Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012 Spring Semester Open AR-101-1 (43625) Drawing I Whitworth Campus</td>
<td>02/15/2012-05/1/2012</td>
<td>Regular Course Wednesday, Friday 08:00AM - 10:15AM Lied Center for the Arts, Room 203 Wilson C</td>
<td>7 / 20 / 0</td>
<td>3.00</td>
<td>UG</td>
<td>FINE ARTS</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Section Information Page: Click the Section Name and Title for a course to see additional information on a course, including a course description and a link that shows the books required for a particular course.

Exit Section Information: To close the Section Information page, click the Close Window button.

Start a New Search: To start a new course search, click the Back button from the top of the Section Selection Results page.