HOW TO LOOK UP CLASSES with “Dynamic Search”

This is for folks who want to see EVERYTHING all at once and want to see how many seats are available in real time.

1. **Stay logged into student admin and go to Manage Classes.**

2. **Go to Dynamic Class Search:**
3. You will now see the following screen. Fix the filters and select the appropriate semester and campus.

**this is an example of selecting your semester and campus.

Be sure to select the correct semester!

Be sure to select the correct campus!
4. On the Regional Campuses – you can look at all of their course offerings by changing the “subject” to “clear” (scroll to the very top and select the top “clear” option – it should look like this):

Be sure to select the correct semester!

Clear out the subject area!

Be sure to select the correct campus!

5. Click “search”, you will then see all courses in Hartford that are currently open. It will show you the seats, the instructors, the reserved seats for certain majors, days/times, credits, sections, etc.

Non-UConn students registration information
6. If you’re looking for a specific class, you can “ctrl+F” to find a certain class or “ctrl+F” to view a certain time for a classes (ex: TuTh or MoWeFr or 12:30pm):

7. If you like this specific class, you can COPY the blue numbers on the left of a specific class you like:

In this example, you may want this ANTH 1000 section 802 course, you would then copy the “3251”

8. You can then go back into your Class Search and Enroll for the appropriate semester and enter this number into the search field.

Be sure to select the correct semester!
9. Click “enter” and then that specific course and section of that course (that day/time and professor) will pop up and you can click on it:

![Class Search Results](image)

Click in this area (don’t click on the blue link)

10. When you click on it, you can then follow the prompts to either add it to your shopping cart OR register for it directly.

![Course Information](image)

Click in this area (don’t click on the blue link)

**please note that when you use this and add a course to your shopping cart, if you’re using Schedule Builder, you need to exit OUT of schedule builder and go back in, so that your registered or shopping cart classes can be used to build around.**
As a reminder, student admin will ask you for a permission number by default – in most cases, you do NOT need one and can click “accept” and proceed with the additional prompts.

For Storrs classes – you have to view them by subject – since there’s too many to view all at once.

Similarly, you can view all of the sections and available and see which classes have reserve caps.

Reserve caps are for students who fulfill certain requirements/are a part of a certain major. If there are still reserve caps for a certain section and you don’t meet the requirements, you may not be able to take this specific section.
**In this example:** This course sits 25 students, 8 of them are taken and 0 are left. The remaining 17 are left for Honors Students only – indicated with the “17 for RC Honors”.

You can also view E and W courses using this feature.

For Hartford courses, you can keep the subject area cleared out and simply enter E or W into the Catalog Nbr field:

Be sure to select the correct semester!

Can input “W” for W courses and “E” for E courses.

Remember to clear out the subject area.

Note: if more than 600 options are available, the search will not work.

You can do this for Storrs for E courses as well (without selecting a specific subject area):
Please be mindful that if there are more than 600 listings available for W or E courses, dynamic search will NOT be able to process the request and you will be forced to pick a subject area to search within for W or E courses.

Example:

Individual subject area search for W or E courses in Storrs: