COURSE CATALOG – VIEW

Use these steps to view the Course Catalog. If you see a typo in the Course Catalog, please contact the Registrar's Office. If another type of change needs to happen to the Course Catalog such as changing pre-requisites, please work with your department and use the http://approval.ufl.edu portal.

NAVIGATION

To navigate to the view only options in the Course Catalog, use the following navigation steps for each process.

1. Log into **myUFL**
2. Click the **Navbar** icon
3. Click **Main Menu**
4. Click **Student Information System**.
5. Click **Curriculum Management**.
6. Click **Course Catalog**.

BROWSE CATALOG

The Browse Catalog process is a snapshot of the summary of each course in the catalog and serves as a basic summary as displayed to students. The Browse Catalog process is the information provided to students in the catalog publication and is the public facing view of the catalog. This view does not provide course history information (please see Course Catalog instructions below to view course history).

1. Use the navigation steps and select **Browse Catalog** from the menu system.
2. To search for a course, click on the first letter of the subject code (previously called the course prefix).
3. The list of courses displays. Click on the course you would like to view.
4. The course summary displays.

- Multiple offerings of the course across different departments will display. .
- The subject is the course prefix.
- Course offerings is the department's ability of to offer the course.
- If the course is offered by different departments, a pop-up window will ask which course to display.

5. To view class sections, click the **Course Number** or the **Course Name**.

6. To see additional details, click **View Class Sections**.

7. Select the term from the dropdown menu and click **Show Sections** to view a certain section.

Course Schedule

Terms Offered | Spring 2016 | Show Sections

🟢 Open   🟦 Closed

CBH 3003 sections for Spring 2016

View All   1-2 of 2

Section	Session	Status
02DC-LEC (10459)	1	🟢

Days	Start	End	Room	Instructor	Dates
TBA	12:00AM	12:00AM	TBA		01/05/2016 - 04/20/2016

03G4-LEC (10771)	Session	Status
03G4-LEC (10771)	1	🟢

Section Details	Short Desc	Short 2	Description	Instructor	Description - Part 1
TBA	12:00AM	12:00AM	TBA		01/05/2016 - 04/20/2016

- An "Open" status indicates that there are seats available.
- A "Closed" status indicates that all seats are taken for that section.
- Wait list functionality is not being offered at the university.
- Instructor is the person that the department listed on the course and may not be the person that teaches the course.
- Session number indicates the sub-term designation. The regular academic term (Fall/Spring) is represented with a "1" and other sessions will include 8W1 or 8W2 for modules.
- Day, meeting times, rooms and dates are also listed.
- Course numbers are comprised of:

1026 - LEC - (33496)

Section Number   Class Type   Class Number
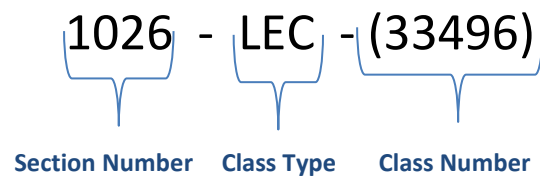
- **Section Number**: the unique number per course, per course offering, per term. Section numbers will now only be used internally between departments and the Registrar's Office. The section number will no longer be public facing as in the past.
- **Class Type**: lecture, lab, or individual study.
- **Class Number**: used throughout campus to identify the course. Unique, per term number. Class numbers will replace section numbers to be the public facing identification number that students can see.

COURSE CATALOG

Use Course Catalog to search the detailed Course Catalog. The Course Catalog function is used for view a course's history and more details about the course itself, rather than an individual section in a term.

1. Follow the navigation steps and click **Course Catalog** from the main menu.
2. Enter search criteria into the search fields.
   - Previously, the course number and course prefix were combined. Now, these search options are two separate fields.
   - Institution is a required field. If "UFLOR" does not auto populate in the institution field, enter "UFLOR" it.
   - At least two search criteria are required (institution and at least one other field).
   - Subject is the course prefix, e.g. ENC.
   - Catalog number is the course number, e.g. 1101.
   - 300 results maximum will display.
   - Checking "Include History" will allow the user to see the history of the changes of the record, such as course number, title, credit, or any other course changes.

Course Catalog

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

Academic Institution:	= ▾	🔍
Subject Area:	= ▾	🔍
Catalog Nbr:	begins with ▾	
Campus:	begins with ▾	🔍
Course ID:	begins with ▾	
Description:	begins with ▾	

☐ Include History   ☐ Case Sensitive

[Search]   [Clear]   Basic Search 🔲 Save Search Criteria

3. Click on any of the individual fields to go to the course information.

Search Results

Only the first 300 results can be displayed.

View All   First ◀ 1-100 of 300 ▶ Last

Academic Institution	Subject Area	Catalog Nbr	Campus	Course ID	Description
UFLOR	AAE	L000	MAIN	027768	Transfer AAE Course
UFLOR	AAE	T000	MAIN	027770	Transfer AAE Course
UFLOR	AAE	U000	MAIN	027769	Transfer AAE Course
UFLOR	ABE	L000	MAIN	027771	Transfer ABE Course
UFLOR	ABE	T000	MAIN	027773	Transfer ABE Course
UFLOR	ABE	U000	MAIN	027772	Transfer ABE Course
UFLOR	ABE	2012C	MAIN	018030	Intro Agric/Biol Engr

- If the same pre-fix and number displays twice, it means that something changes in the course record.
- The subject is the course prefix.

- A course offering and class offering are distinct. The course offering is the department's ability to offer a course, while the class offering is a section of that course.

ADDITIONAL QUESTIONS

For additional questions or concerns, please contact the Office of the University Registrar at (352) 392-1374 or registrarhelp-l@lists.ufl.edu