How to View Courses and Sections through Self-Service Advising

1. From the Self-Service navigation page, select Course Catalog Hello, Welcome to Colleague Self-Service!

Choose a category to get started.

Student Finance Here you can view your latest statement and make a payment online.	Financial Aid Here you can access financial aid data, forms, etc.
Employee Here you can view your tax form consents, earnings statements, banking information, wwwic and leave balances.	Student Planning Here you can search for courses, plan your terms, and schedule & register your course sections.
Course Catalog Here you can view and search the course catalog.	Grades Here you can view your grades by term.
Graduatice Overview Here you can view and submit a graduation application.	Advising Here you can access your advisees and provide guidance & feedback on their academic planning.
Faculty Here you can view your active classes and submit grades and waivers for students.	

2. Once on the Course Catalog tab, you can search by Subject by either typing the subject in the search box or scrolling down to select a subject from the list.

Search for Courses and Course Sections
Subject Search Advanced Search
Search for a course subject: Type a subject
Accounting
Adult Education
Advanced Professional Flight
<u>Advertising/Journalism</u>

Search for Courses and Course Sections

3. Select the Subject by clicking on the name.

Course Plan	Timeline	Progress	Course Catalog	Notes	Plan Archive	Test Scores
Subject Search	Advanced	Search				
Search for a English Elignation of Second	course subj ond Language	ect: P Englisi	4			

4. Use the navigation panel on the left side of the screen to filter the results by location, term/semester, academic level, etc.



5. After narrowing the selection, scroll down to find the course needed. Select "View Available Sections for..." to view the sections available.



6. View the sections for course offering information, such as the number of seats available in the course.

Add Course to Plan

ENG-1101 Comp and Modern English I (3 Credits)

Intensive instruction in the writing process. Focuses on organization of ideas in well-developed expository and argumentative essays (usually 6 to 8 essays), with stress on grammar, punctuation, and vocabulary development. A grade of C or better is required for credit. Must be completed within the first 30 hours of enrollment. Prerequisite: Placement Test

Requisites:

Prereq - ENG 1100 or ESL 1100; Minimum grade of C; or placement score of 5,6,7, or 8 - Must be completed prior to taking this course. Locations:

Malaysia SEGi, Saigon Undergraduate, Hanoi, Sumter, SC, Tampa, Orlando, Panama City/Tyndall AFB FL, Vietnam Undergraduate, Troy, Pensacola, FL, Columbus/Ft. Benning, GA, Ft. Walton Beach, Eglin AFB, ASN, Brunswick, GA, Atlanta Northside, GA, Augusta/Ft. Gordon, GA, Phenix City, Albany, GA, Dothan, Ft. Rucker, Montgomery, TROY - Online, Covington, GA, ACCELERATE Dual Enroll, Da Nang, Vietnam

View Available Se	ctions for ENG-1101		^
Spring Semester 20	21		
ENG-1101-TSAA + Comp and Modern	\$ Fnglish L		Add Section to Schedule
Seats	Times	Locations	Instructors
0	M/W/F 8:00 AM - 8:50 AM 1/6/2021 - 5/5/2021	Troy, SMTH Smith Hall 148 In-Classroom Lecture	Rogers, B (In-Classroom Lecture)
ENG-1101-TSAB Comp and Modern	\$ English I		Add Section to Schedule
Seats	Times	Locations	Instructors
0	M/W/F 9:00 AM - 9:50 AM 1/6/2021 - 5/5/2021	Troy, SMTH Smith Hall 148 In-Classroom Lecture	Weddle, K (In-Classroom Lecture)

7. Select "Add Section to Schedule" to view even more information for the particular section.

Spring Semester 2	21	
Instructors	Slobodchikoff, (<u>tslobodchikoff@troy.edu</u>) T	
Meeting Information	M, W, F 10:00 AM - 10:50 AM 1/6/2021 - 5/5/2021 Troy, SMTH Smith Hall 155 (In-Classroom Lecture)	
Dates	1/6/2021 - 5/5/2021	
Seats Available	4 of 20 Total	
Credits	3	
Grading	Graded 🗸	
Requisites	Prereq - ENG 1100 or ESL 1100; Minimum grade of C; or placement score of 5,6,7, or 8 - Must be completed prior to taking this course.	2