# Spring 2024 Course Search Instructions Online Undergraduate Students

### Log in to PrideNET

- Username: first part of your SC email address (without "@springfieldcollege.edu")
- Password: Your personal password. Contact TSC for help resetting password

### Navigating to Course Search:

- 1. Click "MyProfile" tab
- 2. Click "My Student Profile"
- 3. Click "Registration and Planning" on the left
- 4. Click "Course Search"
- 5. Select "Spring Semester 2024" for term
- 6. Select "Online Full Semester" for subterm *Note: Change subterm if you are looking for half-semester courses.*

### To search for a specific course:

- 1. Start typing a course prefix and number in the "Course" field
- 2. Click "Search"
- 3. Repeat the process to search through other course offerings using the green "Search Again" button
- 4. Other search criteria options:
  - a. Course Level: to filter by collegiate level, i.e. Undergraduate, Graduate, or Doctorate
  - b. Department: to search for courses offered by an academic department
  - c. Advanced Search: includes fields to search by modality or specific times/days

#### To search for a course that fulfills a specific Core Curriculum domain:

- 1. Use Core Curriculum Domain field to search for a specific Core Curriculum course
- 2. Select a Core domain
- 3. Click "Search"
- 4. Repeat the process to search through other Core domain offerings using the green "Search Again" button

## **Understanding the Course Search Menu**

**<u>CRN Number</u>** - This unique identification code is assigned to each section of each course and can be used to register as quickly as possible.

CRN <sup>©</sup>	Course Prefix	Course Number 🗘	Section≎	Title 🌣
20127	BUSM	150	21	Introduction To Business
20128	BUSM	150	22	Introduction To Business

<u>Meeting Details</u> - Expand the column to see when class meets, class times, and class location. Highlighted days of week indicate when the class meets.



<u>Seats</u> - Expand this column to view seats REMAINING in a given course. For example, if a course says 5 out of 20 seats remaining, 15 seats have already been filled.



<u>**Course Title</u>** - Click to show course section details, instructor/meeting times, enrollment, course description, Core Curriculum domains, prerequisites, corequisites, etc.</u>

CRN 🍣	Course Prefix <sup>\$</sup>	Course Number*	Section 🗘	Title \$	Credits
20127	BUSM	150	21	Introduction To Business	3
20128	BUSM	150	22	Introduction To Business	3

