

Change an Existing Section

After viewing a section, changes may be needed.

1. Select the section to be edited, click Change

Selection

Academic Period: * 2012-2013 Fall Course: eng 200 Find

View: [Standard View] Print Version Export Add Section **Change** Cancel View Filter Set

Course	Section	Off	Session	Seats	Reg	Campus	Type	Schedule	Loc	Room	Instructor	Sect Type
ENG 200	Section 001	<input checked="" type="checkbox"/>	010	10/10	2	ONCAMPUS	R	08:00am - 08:50am TR	HH			LEC
		<input checked="" type="checkbox"/>	010	10/10	2	ONCAMPUS	R	12:00pm - 12:50pm MWF	HH		Jonathan Seth Cullick	LEC
	Section 002	<input checked="" type="checkbox"/>	010	20/20	0	ONCAMPUS	R	08:00am - 08:50am MWF	HH		Jonathan Seth Cullick	LEC
	Section 098	<input checked="" type="checkbox"/>	010	10/10	0		R	02:00pm - 02:50pm MWF	HH	LA 110	Jonathan Seth Cullick	LEC/PAC
	Section 099	<input checked="" type="checkbox"/>	010	1/10	0	ONCAMPUS	R	10:00am - 10:50am MWF	HH	MP 200	Megan Suzanne Downing	LEC

2. Update seat capacity, instructor, campus, etc. as needed
3. Click Save for changes to take effect
4. Click Back to return to the grid