# Senior Learning Passport Program at UNO

How to find available on-campus classes

## <u>Find UNO's Class Search on the Website – Two Options</u>

#### **Option one:**

Click on this Class Search Link

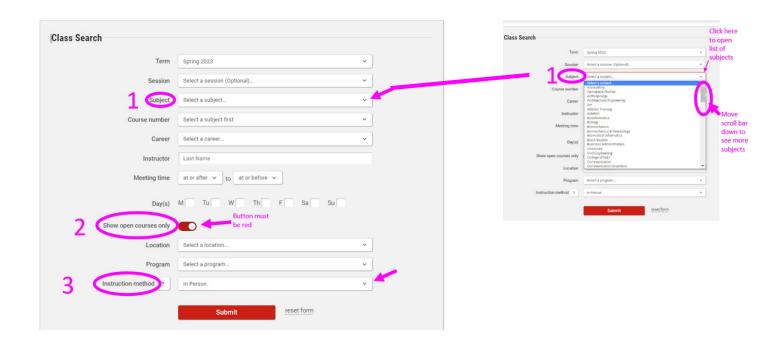
### **Option two – Practice Navigating the UNO Website:**

- Open a web browser (Chrome, Firefox, Explorer, etc.)
- Type unomaha.edu in the search bar to get to the UNO main webpage
- Click on the Search Bar Q SEARCH in the upper right corner of the webpage above the word "Alumni"
- Type "Class Search" and click on the red search button
- Click on the first option that comes up: Class Search | Registrar | University of Nebraska Omaha

### **Use the Class Search to Find Awesome Classes**

# Less is more – Use only three fields in the class search for best results

- **1.** Choose a **subject** by clicking on the drop-down arrow (see examples below)
  - a. Scroll down the list and click on one that sounds interesting
- 2. Click on "Show open courses only" to turn the button red
- 3. Instruction Method set to "In Person" using the drop-down arrow
- **4.** Click on the red "Submit" button at the bottom of the search to see results



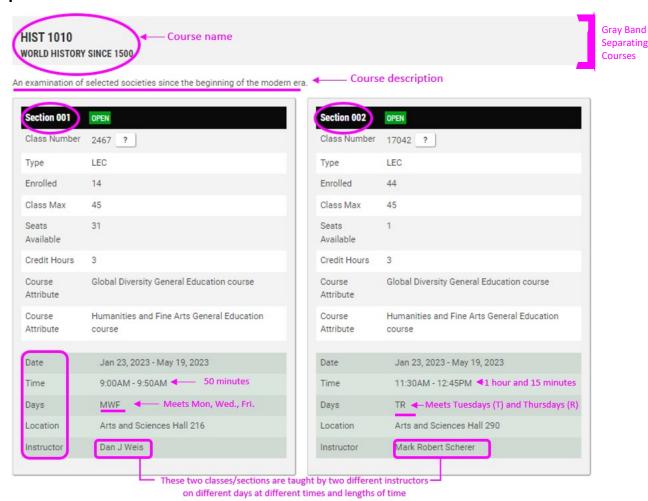
### **How to Read Class Search Results**

Once you've selected a subject, turned on the "show open courses only," selected "In Person" for the instruction method, and clicked on the "submit" button, the screen will show all in-person courses with open class sections.

Scroll down the page to see the full range of course offerings for that specific subject. (Courses are separated by gray bands with the next course number and title.)

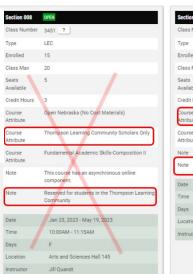
Repeat the process from the beginning to look at a different subject.

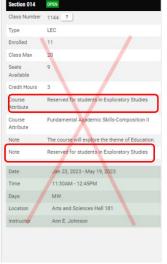
#### **Example:**



Examples of ineligible courses reserved for specific student groups.

Look at the course attributes and notes sections:





Senior Learning Passport Program UNO Division of Continuing Studies CPACS 207 402.554.2370 unodcs@unomaha.edu

Mindy Hunke, Coordinator 402.554.4922/mhunke@unomaha.edu

Christine Billings, Director cbillings@unomaha.edu