

# Adding classes in TitanWeb – Fall 2019

## 1) Click “Search For Classes” button on Titan Web

Alex's Student Center

▼ Academics

My Class Schedule  
Shopping Cart  
Schedule Planner

Deadlines URL  
View Class Activities - Action Required

Grades

You are not enrolled in classes.


▼ Holds

No Holds.

▼ To Do List

Final Transcript Due

More ▶



## 2) Select the TERM and CAMPUS

Search for Classes

Enter Search Criteria

Search for Classes

Institution UW Oshkosh

Term Fall 2019



Select at least 2 search criteria. Select Search to view your search results.

▼ CLASS SEARCH


Subject

Course Number is exactly

Course Career Undergraduate

Show Open Classes Only

Campus OSHKOSH



## 3) Enter course SUBJECT & NUMBER, then click SEARCH at the bottom of page

Search for Classes

Institution UW Oshkosh

Term Fall 2019

Select at least 2 search criteria. Select Search to view your search results.

▼ CLASS SEARCH



Subject Psychology

Course Number is exactly 101

Course Career Undergraduate

Show Open Classes Only

Campus OSHKOSH



4) If you want to take the course over an **interim**,  
 be sure to pay attention to the **SECTION** and **MEETING DATES** in results  
 (interims will say "3W intrm" for 3-week interim vs "14W" for 14-week regular semester)

2 class section(s) found							
▼ PSYCH 101 - General Psychology (XS)							
Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
62768	001C-LEC 14W	MoWeFr 10:20AM - 11:20AM	Sage 1210	Quin Chrobak	09/04/2019 - 12/13/2019		Select
Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
62842	301C-LEC 3W - Intrm	MoTuWeThFr 9:00AM - 12:00PM	Sage 1214	Kim Han	01/06/2020 - 01/24/2020		Select



**OR** select **"Three Week Interim" SESSION**  
 before clicking **SEARCH** on the class search page

▼ CLASS SEARCH

Subject

Course Number

Course Career

Show Open Classes Only

Campus

▼ ADDITIONAL SEARCH CRITERIA

Meeting Start Time

Meeting End Time

Days of Week

Mon  Tues  Wed  Thurs  F

Instructor Last Name

Course Keyword

Minimum Units

Maximum Units

Course Component

Session

Mode of Instruction

Location

Class Nbr

5) If course is available, **SELECT** which section/day/time you want the course

2 class section(s) found

▼ PSYCH 101 - General Psychology (XS)

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
62768	001C-LEC 14W	MoWeFr 10:20AM - 11:20AM	Sage 1210	Quin Chrobak	09/04/2019 - 12/13/2019		Select
62842	301C-LEC 3W - Intrm	MoTuWeThFr 9:00AM - 12:00PM	Sage 1214	Kim Han	01/06/2020 - 01/24/2020		Select

6) On the next screen, click **NEXT** to add the course to your shopping cart

### Add to Shopping Cart - Enrollment Preferences

Fall 2019 | Undergraduate | UW Oshkosh  
PSYCH 101 - General Psychology (XS)

#### Class Preferences

PSYCH 101-001C    Lecture    Open

Session Fourteen Week

Career Undergraduate

Wait List  Wait list if class is full

Grading Graded

Units 3.00

#### Enrollment Information

- Students who have taken Psych 102 cannot take PSYCH 101 without permission. See your advisor.
- XS Society

Cancel

Next

Section	Component	Days & Times	Room	Instructor	Start/End Date
001C	Lecture	MoWeFr 10:20AM - 11:20AM	Sage 1210	Quin Chrobak	09/04/2019 - 12/13/2019

7) You will get a **green** check-mark and message once the course has been added to your cart. Click the **SHOPPING CART** link then to *view* your cart

UW Oshkosh | Fall 2019

My Class Schedule

You are not registered for classes in this term.

Shopping Cart

Show All

PSYCH 101

MoWeFr 10:20AM - 11:20AM  
Sage 1210

The following classes match your search criteria Course Subject: Psychology, Course Number is exactly '101', Show Open Classes Only: Yes, Day of Week: include only these days (Mon Wed Fri)  
Campus: OSHKOSH



PSYCH 101 has been added to your Shopping Cart.

8) Once in your cart, **CHECK OFF** the courses you want, then click **ENROLL**

Search Plan **Enroll** My Academics

Shopping Cart | Course History

Shopping Cart

### Add Classes to Shopping Cart

Use the Shopping Cart to build a tentative schedule.

Spring 2019 | Undergraduate | UW Oshkosh Change Term

Open Closed Wait List

Add to Cart

Enter Class Nbr:  Enter

Find Classes

Class Search Search

Schedule Planner

Select	Class	Days/Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	ACAD 125-201D (42310)	Mo 11:30AM - 12:30PM	Nursing Ed 149	L. Marchetta	1.00	Open
<input checked="" type="checkbox"/>	PSYCH 101-001C (42417)	TuTh 9:40AM - 11:10AM	Sage 1214	E. Wilson	3.00	Open

for selected Delete Enroll

9) Carefully **read** this next screen, and if you agree, click **FINISH ENROLLING**

Search Plan **Enroll** My Academics

Shopping Cart | Course History

Shopping Cart 1 2 3

## 2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.

By clicking the FINISH ENROLLING button, I understand that I must follow the formal add/drop and withdrawal procedures of the University and that non-attendance does not automatically withdraw me from a course or from the University. I agree to pay all costs associated with my enrollment at the University. Furthermore, I agree to pay all collection expenses, including reasonable attorney's fees, which the University may incur if I do not fulfill my payment obligations.

Spring 2019 | Undergraduate | UW Oshkosh

Class	Description	Days/Times	Room	Instructor	Units	Status
ACAD 125-201D (42310)	Comprehensive Study Skills (Discussion)	Mo 11:30AM - 12:30PM	Nursing Ed 149	L. Marchetta	1.00	Open
PSYCH 101-001C (42417)	General Psychology (XS) (Lecture)	TuTh 9:40AM - 11:10AM	Sage 1214	E. Wilson	3.00	Open

Cancel Previous Finish Enrolling

If you have **successfully** enrolled in the course, you will see a green check mark

If you have **NOT** successfully enrolled, you will see a red X with an error message – **read** the error message to fix the issue. If you cannot fix the issue, ask for help.