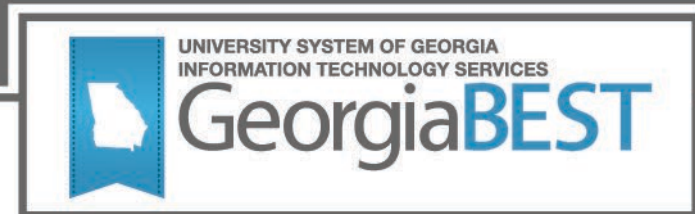


Information Technology Services



No Cost and Low Cost Materials Course Attributes

Business Practice

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No Cost and Low Cost Materials Course Attributes

Introduction

In Fall 2018, University System of Georgia (USG) institutions were required to prominently designate sections of courses whose course materials exclusively consist of no cost (open or free textbooks) or low cost course materials at the point of registration.

Description

In Banner, courses will be identified by an attribute code as either no cost (\$0 required costs) or low cost (\$40 or under required costs). This information will be visible to the student when using Self-Service Banner to search the course catalog, schedule of classes and during registration.

While the Banner 8 Student Self-Service automatically displays course attributes in the course and class search results, baseline Banner 9 Self-Service Registration does not. A modification to the Banner 9 Self-Service Registration 9.7 was released by ITS on January 31, 2018. This modification will allow institutions to display course attributes in the course and search results as well as during registration.

Purpose

This document contains the required steps to create the attribute codes, make the attribute codes searchable via Self-Service Banner, and associate the attributes with individual courses and course sections per term. Details are also provided regarding the visibility of the attribute codes when searching the course catalog, schedule or classes and during registration in Self-Service Banner.

Target Audience

This document is designed for institutional staff responsible for maintaining course and course section attributes for no cost and low cost materials as well as staff responsible for maintaining Self-Service Banner web processing controls. Web processing controls and attributes are term based and may require regular maintenance.

Purpose and Scope of Document

The information in this business practice applies to both Banner 8 and Banner 9. There are common codes and rules that must be created for both versions of Banner. For Banner 9, there is one additional setting that must be updated.

This document contains separate sections for Banner 8 and 9 to describe the required steps for navigating to the attribute data when logged in to Self-Service Banner as a student. The document also includes Academic Data Collection references related to the collection of No Cost and Low Cost Materials Course Attributes.

More Information and Support

For emergency, business interruption or other production down situations, immediately call the ITS Helpdesk at (706) 583-2001 or 1-888-875-3697 (toll-free within Georgia). For noncritical issues, log in with your username and password at <https://usg.service-now.com/usgsp> to submit a ticket.

Resources

Information on ITS Service Level Guidelines and the maintenance schedule can be found at http://www.usg.edu/customer_services/service_level_guidelines. The operational status of USG IT systems and services can be found at <http://status.usg.edu>.

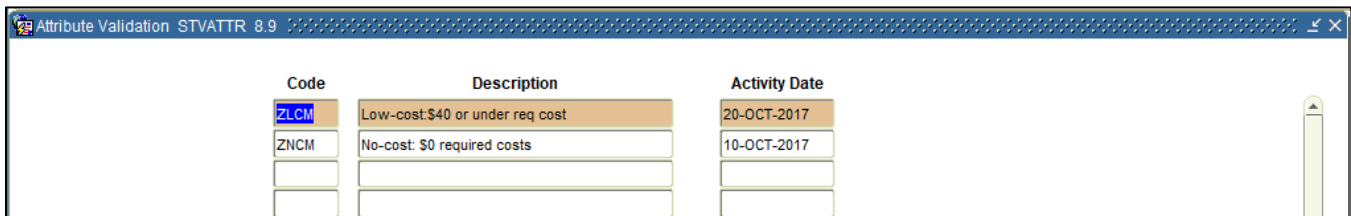
Setting up Codes and Rules

The steps in this section of the business practice can be completed in either Banner version 8.x or 9.x. Screenshots of each 8.x form and 9.x page are included, as well as version specific navigation, when necessary.

Create attribute validation codes (STVATTR)

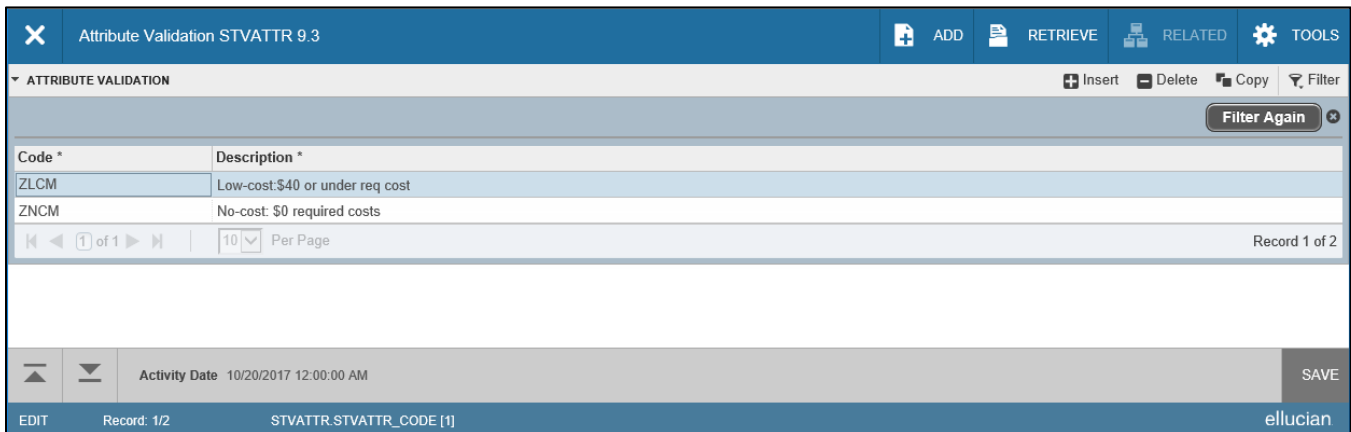
Create the required values on the Attribute Validation form or page (STVATTR). These codes will be associated with courses and course sections. The description will be visible to students when searching for courses and during registration.

Code	Description
ZNCM	No-cost: \$0 required costs
ZLCM	Low-cost:\$40 or under req cost



Attribute Validation STVATTR 8.9

Code	Description	Activity Date
ZLCM	Low-cost:\$40 or under req cost	20-OCT-2017
ZNCM	No-cost: \$0 required costs	10-OCT-2017



Attribute Validation STVATTR 9.3

ADD RETRIEVE RELATED TOOLS

ATTRIBUTE VALIDATION

Insert Delete Copy Filter

Filter Again

Code *	Description *
ZLCM	Low-cost:\$40 or under req cost
ZNCM	No-cost: \$0 required costs

Record 1 of 2

Activity Date 10/20/2017 12:00:00 AM

SAVE

EDIT Record: 1/2 STVATTR.STVATTR_CODE [1] ellucian

Set attributes to display on web (SOAWDSP)

Banner 8.x:

Enter the attribute codes on the Web Display List Customization form (SOAWDSP) in order to display them on the web. Enter "STVATTR" in the Validation Table Name field in the Key Block and perform a Next Block function. The left side of SOAWDSP will contain all values in the Attribute Validation form (STVATTR). With your cursor on a code on the left side, use the right arrow in the center of the form to move the code you want to display on the web to the Display on Web area. Valid codes may also be directly entered in the Display on Web area.

Web Display List Customization SOAWDSP 8.9

Validation Table Name: Attribute Validation

Find: Description:

Code	Description
HITI	Non-History App'd Disc Courses
HIUS	Non-History App'd Disc Courses
HIWC	Non-History App'd Disc Courses
HIWH	Non-History App'd Disc Courses
ITEL	Additional ITEC Electives
PCBN	PSYC Conc:Biological/Neurosci
PCCL	PYSC Conc: Cognitive/Learning
PCCP	PSYC Conc:Clinical/Personality
PCDE	PSYC Conc: Develop/Educationa
PCSA	PSYC Conc: Social/Applied
PHED	Physical Education Credit
SPFL	Support Cr Psych Foreign Lang
STUA	Study Abroad Course
WBAS	Web Bachelor of Applied Sci
WMBA	Web Master's in Business Adm
ZLCM	Low-cost:\$40 or under req cost
ZNCM	No-cost: \$0 required costs

Display on Web

Code	Description	Activity Date	User ID
AMAS	Area A Math	10-FEB-2006	NGRATTAN
AMAT	Area A Math	10-FEB-2006	NGRATTAN
BGEN	Area B Institutional	20-OCT-2017	CTAYLOR
CFAP	Area C Fine Arts	10-FEB-2006	NGRATTAN
CHUL	Area C Humanities	10-FEB-2006	NGRATTAN
DMCT	Area D Math, Science, Tech	10-FEB-2006	NGRATTAN
DSCI	Area D Science	10-FEB-2006	NGRATTAN
ESSC	Area E Social Science	10-FEB-2006	NGRATTAN
FBUS	Area F General Business	10-FEB-2006	NGRATTAN
FECS	Area F Early Childhood Spec Ed	10-FEB-2006	NGRATTAN
PSY	Area F Psychology	10-FEB-2006	NGRATTAN
ZLCM	Low-cost:\$40 or under req cost	20-OCT-2017	CTAYLOR
ZNCM	No-cost: \$0 required costs	20-OCT-2017	CTAYLOR

Banner 9.x:

Enter the attribute codes on the Web Display List Customization page (SOAWDSP) in order to display them on the web. Enter "STVATTR" in the Validation Table Name field in the Key Block and click Go or use the Next Section icon. The left side of SOAWDSP will contain all values in the Attribute Validation page (STVATTR). With your cursor on a code on the left side, use the Insert Selection button in the center of the page to move the code you want to display on the web to the Display on Web area. Valid codes may also be directly entered in the Display on Web area.

Web Display List Customization SOAWDSP 9.3

Validation Table Name: STVATTR Attribute Validation Start Over

WEB DISPLAY LIST CUSTOMIZATION Insert Delete Copy Filter

Find

Description

Code *	Description
SPFL	Support Cr Psych Foreign Lang
STUA	Study Abroad Course
WBAS	Web Bachelor of Applied Sci
WMBA	Web Master's in Business Adm
ZLCM	Low-cost:\$40 or under req cost
ZNCM	No-cost: \$0 required costs

Display on Web

Code *	Description	Activity Date	User ID
AMAS	Area A Math	02/10/2006	NGRATT
AMAT	Area A Math	02/10/2006	NGRATT
BGEN	Area B Institutional	10/20/2017	CTAYLO
CFAP	Area C Fine Arts	02/10/2006	NGRATT
CHUL	Area C Humanities	02/10/2006	NGRATT
DMCT	Area D Math, Science, Tech	02/10/2006	NGRATT
DSCI	Area D Science	02/10/2006	NGRATT
ESSC	Area E Social Science	02/10/2006	NGRATT
FBUS	Area F General Business	02/10/2006	NGRATT
FECS	Area F Early Childhood Spec Ed	02/10/2006	NGRATT
FPSY	Area F Psychology	02/10/2006	NGRATT
ZLCM	Low-cost:\$40 or under req cost	10/20/2017	CTAYLO
ZNCM	No-cost: \$0 required costs	10/20/2017	CTAYLO

SAVE

EDIT Record: 75/76 STVXXXX.CODE_NAME [75] ellucian

Set web controls to search by attributes (SOATERM)

Banner 8.x:

Enable "Search for Course Attribute" option for each registration term. On the Term Control form (SOATERM), enter the term code in the Key Block and perform a Next Block function. Click the Process Web Controls button. In the Web Processing Controls block, check the "Search by Course Attribute" indicator in the Catalog Search Controls and Schedule Search Controls areas.

Term:

Schedule
CRN Starting Sequence Number:

Registration

In Progress Hold Password:

Permit Re-Admit:

Calculate Time Status

Include Attempted Hours

Future Terms for Repeats

Registration Fee Assessment

Online Assessment

Track by CRN Reverse Non Tuition/Fee Charges

Refund by Total Effective Date:

Allow Swapping Original Charge Cutoff Date:

Section Fees by Study Path

Gradebook Parameters

Process Gradebook Controls

Title IV Date Source

Term Date Part-of-Term Dates

Web Self-Service, Voice Response and Partner Systems

Fee Assessment

Online Assessment Batch Update Process Credits Online

Batch Only Not Available

Control Settings

Print Bill Master Web Term Control

Term:

Web Processing Controls SOATERM 8.10.7

Class Option Change Controls

Change Level Change Credit Hours

Change Grade Mode

Grade Display Controls

Display Grade Detail Display Final Grades

Display Midterm Grades

Faculty and Advisor Controls

Display Schedule Allow Approval/Overrides

Display Class List Allow Add/Drop

WebCAPP Controls

Web Evaluation Term

Web Catalog Term

Catalog Search Controls

Search by Level Display Long Course Title

Search by Schedule Type Display Long Course Description

Search by College

Search by Division

Search by Department

Search by Course Attribute

Schedule Search Controls

Search by Schedule Type Display Closed Section

Search by Campus Display Long Section Title

Search by Level Display Long Section Description

Search by Course Attribute

Search by Instructor

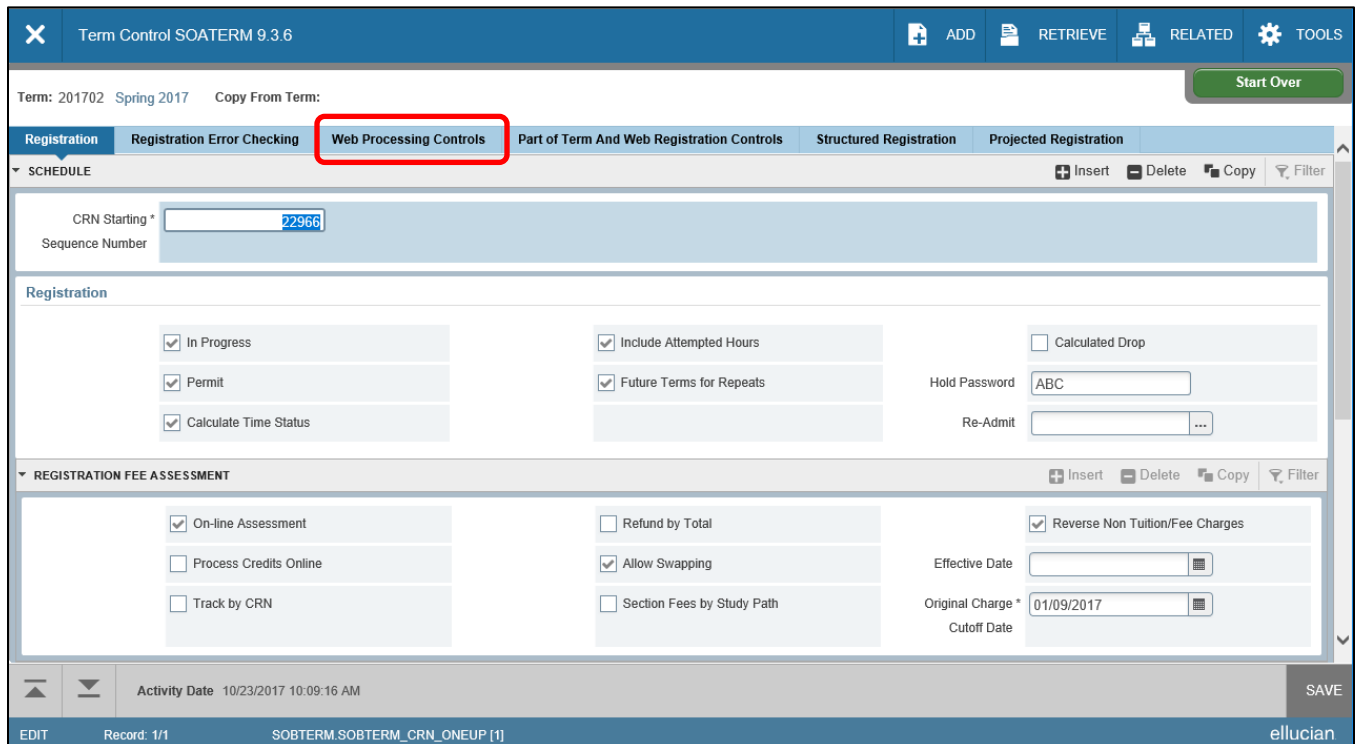
Search by Session

Search by Instructional Method

Search by Duration (Open Learning Only)

Banner 9.x:

Enable “Search for Course Attribute” option for each registration term. On the Term Control page (SOATERM), enter the term code in the Key Block and click Go or use the Next Section icon. Click the Web Processing Controls tab. Check the “Search by Course Attribute” indicator in the Catalog Search Controls and Schedule Search Controls sections.



Term Control SOATERM 9.3.6

Term: 201702 Spring 2017 Copy From Term: Start Over

Registration | Registration Error Checking | **Web Processing Controls** | Part of Term And Web Registration Controls | Structured Registration | Projected Registration

SCHEDULE Insert Delete Copy Filter

CRN Starting *
Sequence Number

Registration

In Progress Include Attempted Hours Calculated Drop
 Permit Future Terms for Repeats Hold Password
 Calculate Time Status Re-Admit

REGISTRATION FEE ASSESSMENT Insert Delete Copy Filter

On-line Assessment Refund by Total Reverse Non Tuition/Fee Charges
 Process Credits Online Allow Swapping Effective Date
 Track by CRN Section Fees by Study Path Original Charge *
Cutoff Date

Activity Date 10/23/2017 10:09:16 AM SAVE

EDIT Record: 1/1 SOBTERM.SOBTERM_CRN_ONEUP [1] ellucian

Term Control SOATERM 9.3.6

Term: 201702 Spring 2017 Copy From Term: Start Over

WEBCAPP CONTROLS Insert Delete Copy Filter

Web Evaluation Term Web Catalog Term

CATALOG SEARCH CONTROLS Insert Delete Copy Filter

Search by Level Search by Division Display Long Course Title

Search by Schedule Type Search by Department Display Long Course Description

Search by College Search by Course Attribute

SCHEDULE SEARCH CONTROLS Insert Delete Copy Filter

Search by Schedule Type Search by Instructor Display Long Section Title

Search by Campus Search by Session Display Long Section Description

Search by Level Search by Instructional Method Search by Duration (Open Learning Only)

Search by Course Attribute Display Closed Section

SELF-SERVICE OPTIONS Insert Delete Copy Filter

Activity Date 10/23/2017 10:09:16 AM SAVE

EDIT Record: 1/1 SOBTERM.SOBTERM_LEVEL_WEB_UPD_IND [1] ellucian

Add attributes to courses (SCAETL)

Banner 8.x:

The appropriate attribute code(s) should be added to the course on the Degree Attributes tab of the Course Detail Information form (SCAETL). The Attribute field validates against the Attribute Validation form (STVATTR).

Any attributes existing for a course will be defaulted to the course section when creating the section on the Schedule form (SSASECT). If the Term Roll process (SSRROLL) is used to roll the schedule to the next term, the Roll Degree Attributes parameter may be set to C to roll attributes from the catalog.

In the Key Block of SCAETL, enter the course subject, course number and effective term code. Navigate to the Degree Attributes tab. (If the Key Block term code and the From Term code for the Degree Attributes tab do not match, the Maintenance button can be used to end all existing attributes or copy all existing attributes forward to the new effective term. Please follow established institutional business practices with regard to effective term and maintenance of degree attributes.)

Use the Attribute field list of values (LOV) button to select a value from the list of valid STVATTR codes or directly enter the code in the Attribute field.

Course Detail Information SCADETL 8.5.8

Subject: ARTS Art Course: 1100 Term: 200802
 Course Title: Art Appreciation

Corequisites and Equivalents Fee Codes **Degree Attributes** Transfer Institutions Supplemental Data Course Description Course Text Integration Partners

Degree Attributes

From Term: 200802 Maintenance To Term: 999999

Attribute	Description
ZLCM	Low-cost:\$40 or under req cost
ZNCM	No-cost: \$0 required costs

Banner 9.x:

The appropriate attribute code(s) should be added to the course on the Degree Attributes tab of the Course Detail Information page (SCADETL). The Attribute field validates against the Attribute Validation page (STVATTR).

Any attributes existing for a course will be defaulted to the course section when creating the section on the Schedule page (SSASECT). If the Term Roll process (SSRROLL) is used to roll the schedule to the next term, the Roll Degree Attributes parameter may be set to C to roll attributes from the catalog.

In the Key Block of SCADETL, enter the course subject, course number, and effective term code and click Go. Navigate to the Degree Attributes tab. (If the Key Block term code and the From Term code for the Degree Attributes tab do not match, the Maintenance button can be used to end all existing attributes or copy all existing attributes forward to the new effective term. Please follow established institutional business practices with regard to effective term and maintenance of degree attributes.)

Use the Attribute field query to select a value from the list of valid STVATTR codes or directly enter the code in the Attribute field.

Course Detail Information SCADETL 9.3.6

Subject: ARTS Art Course: 1100 Term: 200802 Course Title: Art Appreciation

Start Over

Corequisites and Equivalents Fee Codes **Degree Attributes** Transfer Institutions Supplemental Data Course Description Course Text Integration P

DEGREE ATTRIBUTES

From Term: 200802 Maintenance To Term: 999999

Attribute *	Description
ZLCM	Low-cost:\$40 or under req cost
ZNCM	No-cost: \$0 required costs

Record 1 of 2

SAVE

EDIT Record: 1/2 SCRATTR.SCRATTR_ATTR_CODE [1] ellucian

Add attributes to course sections (SSADETL)

Banner 8.x:

The appropriate attribute code(s) should be added to the section on the Degree Program Attributes tab of the Schedule Detail form (SSADETL). The Attribute field validates against the Attribute Validation form (STVATTR).

In the Key Block of SSADETL, enter the term code and CRN. Navigate to the Degree Program Attributes tab. Use the Attribute field list of values (LOV) button to select a value from the list of valid STVATTR codes or directly enter the code in the Attribute field.

Schedule Detail SSADETL 8.5.0.1

Term: 201705 CRN: 50478 Subject: ARTS Course: 1100 Title: Art Appreciation

Section Links and Corequisites Section Fees **Degree Program Attributes** Contract and Block Schedule Information

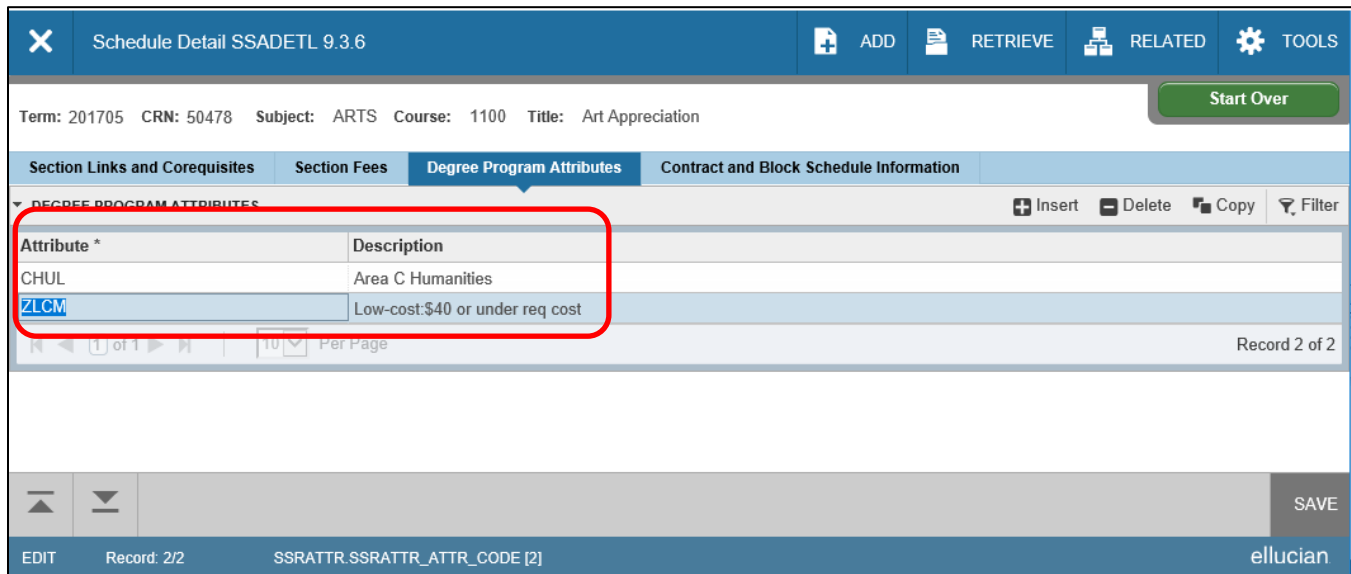
Degree Program Attributes

Attribute	Description
CHUL	Area C Humanities
ZLCM	Low-cost:\$40 or under req cost

Banner 9.x:

The appropriate attribute code(s) should be added to the section on the Degree Program Attributes tab of the Schedule Detail page (SSADETL). The Attribute field validates against the Attribute Validation page (STVATTR).

In the Key Block of SSADETL, enter the term code and CRN. Navigate to the Degree Program Attributes tab. Use the Attribute field query to select a value from the list of valid STVATTR codes or directly enter the code in the Attribute field.



Schedule Detail SSADETL 9.3.6

Term: 201705 CRN: 50478 Subject: ARTS Course: 1100 Title: Art Appreciation

Section Links and Corequisites | Section Fees | **Degree Program Attributes** | Contract and Block Schedule Information

DEGREE PROGRAM ATTRIBUTES

Attribute *	Description
CHUL	Area C Humanities
ZLCM	Low-cost:\$40 or under req cost

Record 2 of 2

SAVE

EDIT Record: 2/2 SSRATTR.SSRATTR_ATTR_CODE [2] ellucian

Roll attributes to next term (SSRROLL)

If the Term Roll process (SSRROLL) is used to roll the schedule to the next term, the Roll Degree Attributes parameter may be set to C to roll attributes from the catalog or Y to roll attributes from the schedule of the term entered the From Term parameter. The parameter defaults to Y. Please follow established institutional business practices with regard to rolling degree attributes using SSRROLL.

Process Submission Controls GJAPCTL 8.8

Process: SSRROLL Term Roll Parameter Set:

Printer Control
 Printer: DATABASE Special Print: Lines: 55 Submit Time:

Parameter Values

Number	Parameters	Values
09	Roll Corequisites	Y
10	Roll Fees	Y
11	Roll Degree Attributes	Y
12	Roll Text	Y
13	Roll Class Restrictions	Y
14	Roll College Restrictions	Y
15	Roll Fid of Study Restrictions	Y
16	Roll Level Restrictions	Y

LENGTH: 1 TYPE: Character O/R: Required M/S: Single
 Enter Y to roll from schedule, C to roll from catalog, otherwise enter N.

Submission
 Save Parameter Set as Name: Description: Hold Submit

Process Submission Controls GJAPCTL 9.3.3

Process: SSRROLL Term Roll Parameter Set: Start Over

Special Print Submit Time

PARAMETER VALUES Insert Delete Copy Filter

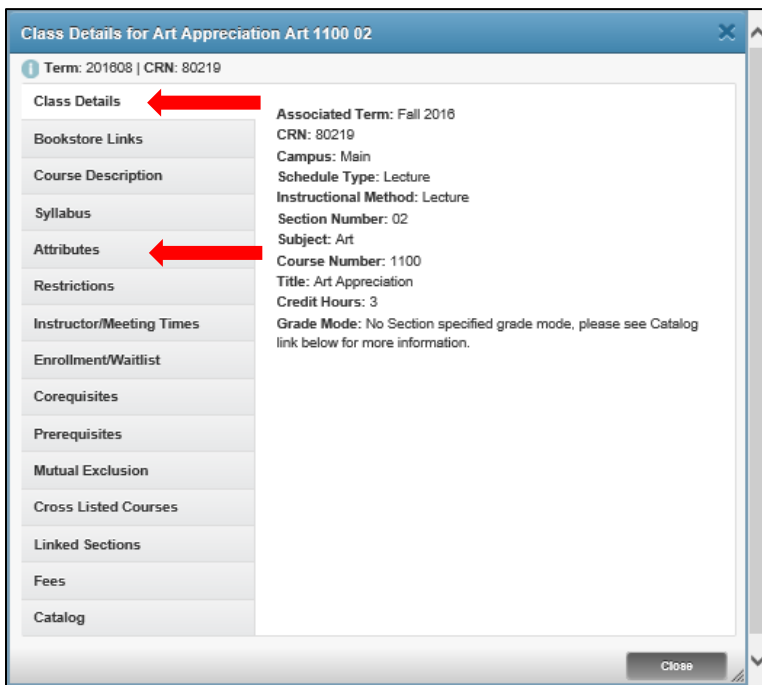
Number *	Parameters	Values
11	Roll Degree Attributes	Y
12	Roll Text	Y
13	Roll Class Restrictions	Y
14	Roll College Restrictions	Y
15	Roll Fid of Study Restrictions	Y
16	Roll Level Restrictions	Y
17	Roll Reserved Seats	Y
18	Roll Cross List Data	Y
19	Roll Campus Restrictions	Y
20	Roll Contract Information	Y

EDIT Record: 11/42 GJBPRUN.GJBPRUN_VALUE [11] SAVE ellucian

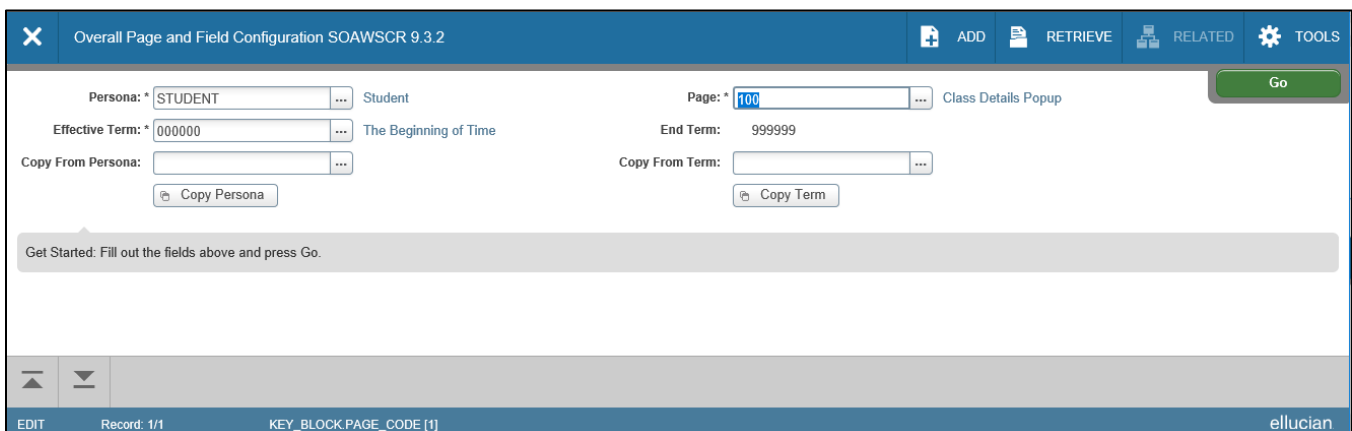
Change order of attributes popup (SOAWSCR)

Banner 9.x ONLY:

This step is only required when using Banner 9 Student Registration Self-Service. The course attributes do not automatically display as they do in Banner 8. The student is required to click on a course title to see the course details, including attributes. This step reorders the data that appears when the student clicks the course title to make the attributes the first item that is displayed.



In the Key Block of the Overall Page and Field Configuration page (SOAWSCR), populate the Persona field with "Student", Page field with "100" (Class Details Popup), and enter an appropriate term code in the Effective Term field. Click Go. This page displays the order in which the data is displayed on the Class Details Popup.



Overall Page and Field Configuration SOAWSCR 9.3.2

Persona: * ... Student
 Page: * ... Class Details Popup
 Effective Term: * ... The Beginning of Time
 End Term:
 Copy From Persona: ...
 Copy From Term: ...

Get Started: Fill out the fields above and press Go.

EDIT Record: 1/1 KEY_BLOCK.PAGE_CODE [1] ellucian

Overall Page and Field Configuration SOAWSCR 9.3.2

Personas: STUDENT Student Page: 100 Class Details Popup Effective Term: 000000 The Beginning of Time End Term: 999999 Start Over

Copy From Persona: Copy From Term:

OVERALL PAGE AND FIELD CONFIGURATION

Display Number	Field *	Field Description	Displayed	Baseline Display Text	Custom Display Text	Required	System Required
1	classDetails...	Class Details	<input checked="" type="checkbox"/>	Class Details		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	scheduleBo...	Bookstore Links	<input checked="" type="checkbox"/>	Bookstore Links		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	courseDescr...	Course Description	<input checked="" type="checkbox"/>	Course Description		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	syllabusPopu...	Syllabus	<input checked="" type="checkbox"/>	Syllabus		<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	attributesPo...	Attributes	<input checked="" type="checkbox"/>	Attributes		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	restrictionsP...	Restrictions	<input checked="" type="checkbox"/>	Restrictions		<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	instructorMe...	Instructor/Meeting Times	<input checked="" type="checkbox"/>	Instructor/Meeting Times		<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	enrollmentW...	Enrollment/Waitlist	<input checked="" type="checkbox"/>	Enrollment/Waitlist		<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	coreqsPopu...	Corequisites	<input checked="" type="checkbox"/>	Corequisites		<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	prereqsPopu...	Prerequisites	<input checked="" type="checkbox"/>	Prerequisites		<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	mutualExclu...	Mutual Exclusion	<input checked="" type="checkbox"/>	Mutual Exclusion		<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	crossListPop...	Cross Listed Courses	<input checked="" type="checkbox"/>	Cross Listed Courses		<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	linkedPopu...	Linked Sections	<input checked="" type="checkbox"/>	Linked Sections		<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	feesPopu...	Fees	<input checked="" type="checkbox"/>	Fees		<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	catalogPopu...	Catalog	<input checked="" type="checkbox"/>	Catalog		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Record 5 of 15

Activity Date 09/14/2016 10:20:55 AM Activity User BANINST1 SAVE

EDIT Record: 5/15 SORWSCR.SORWSCR_DISPLAY_NUMBER [5] ellucian

To update the order of the rows, uncheck the Displayed indicator next to the rows to be renumbered. The Display Number will be removed automatically. Save the record.

Overall Page and Field Configuration SOAWSCR 9.3.2

Personas: STUDENT Student Page: 100 Class Details Popup Effective Term: 000000 The Beginning of Time End Term: 999999 Saved successfully (2 rows saved)

Copy From Persona: Copy From Term:

OVERALL PAGE AND FIELD CONFIGURATION

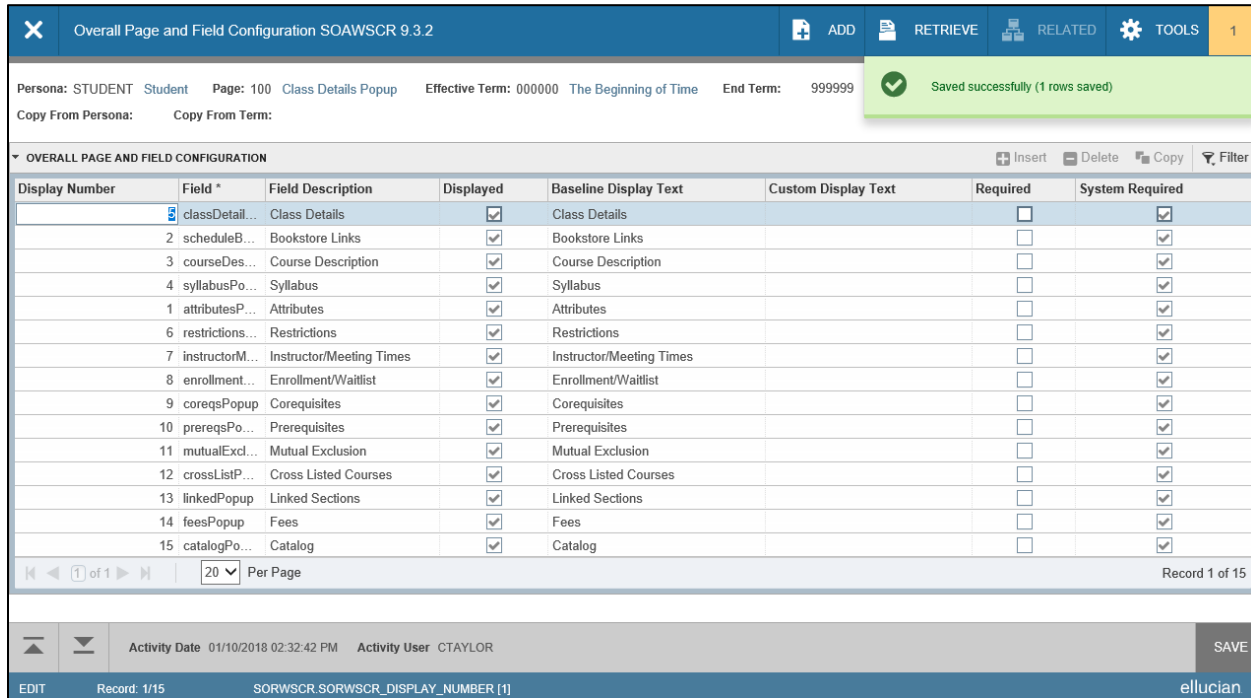
Display Number	Field *	Field Description	Displayed	Baseline Display Text	Custom Display Text	Required	System Required
	classDetail...	Class Details	<input type="checkbox"/>	Class Details		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	scheduleB...	Bookstore Links	<input checked="" type="checkbox"/>	Bookstore Links		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	courseDes...	Course Description	<input checked="" type="checkbox"/>	Course Description		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	syllabusPo...	Syllabus	<input checked="" type="checkbox"/>	Syllabus		<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	attributesP...	Attributes	<input type="checkbox"/>	Attributes		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	restrictions...	Restrictions	<input checked="" type="checkbox"/>	Restrictions		<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	instructorM...	Instructor/Meeting Times	<input checked="" type="checkbox"/>	Instructor/Meeting Times		<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	enrollment...	Enrollment/Waitlist	<input checked="" type="checkbox"/>	Enrollment/Waitlist		<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	coreqsPopu...	Corequisites	<input checked="" type="checkbox"/>	Corequisites		<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	prereqsPo...	Prerequisites	<input checked="" type="checkbox"/>	Prerequisites		<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	mutualExcl...	Mutual Exclusion	<input checked="" type="checkbox"/>	Mutual Exclusion		<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	crossListP...	Cross Listed Courses	<input checked="" type="checkbox"/>	Cross Listed Courses		<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	linkedPopu...	Linked Sections	<input checked="" type="checkbox"/>	Linked Sections		<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	feesPopu...	Fees	<input checked="" type="checkbox"/>	Fees		<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	catalogPo...	Catalog	<input checked="" type="checkbox"/>	Catalog		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Record 5 of 15

Activity Date 01/10/2018 02:31:41 PM Activity User CTAYLOR SAVE

EDIT Record: 5/15 SORWSCR.SORWSCR_DISPLAYED [5] ellucian

Check the Displayed indicator for the Attributes field and change the Display Number to 1. Save the record. Check the Displayed indicator for the Class Details field and change the Display Number to 5 or a number that is not currently used. Save.



Overall Page and Field Configuration SOAWSCR 9.3.2

Person: STUDENT Student Page: 100 Class Details Popup Effective Term: 000000 The Beginning of Time End Term: 999999

Copy From Persona: Copy From Term:

OVERALL PAGE AND FIELD CONFIGURATION

Display Number	Field *	Field Description	Displayed	Baseline Display Text	Custom Display Text	Required	System Required
5	classDetail...	Class Details	<input checked="" type="checkbox"/>	Class Details		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	scheduleB...	Bookstore Links	<input checked="" type="checkbox"/>	Bookstore Links		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	courseDes...	Course Description	<input checked="" type="checkbox"/>	Course Description		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	syllabusPo...	Syllabus	<input checked="" type="checkbox"/>	Syllabus		<input type="checkbox"/>	<input checked="" type="checkbox"/>
1	attributesP...	Attributes	<input checked="" type="checkbox"/>	Attributes		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	restrictions...	Restrictions	<input checked="" type="checkbox"/>	Restrictions		<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	instructorM...	Instructor/Meeting Times	<input checked="" type="checkbox"/>	Instructor/Meeting Times		<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	enrollment...	Enrollment/Waitlist	<input checked="" type="checkbox"/>	Enrollment/Waitlist		<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	coreqsPopu...	Corequisites	<input checked="" type="checkbox"/>	Corequisites		<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	prereqsPo...	Prerequisites	<input checked="" type="checkbox"/>	Prerequisites		<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	mutualExcl...	Mutual Exclusion	<input checked="" type="checkbox"/>	Mutual Exclusion		<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	crossListP...	Cross Listed Courses	<input checked="" type="checkbox"/>	Cross Listed Courses		<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	linkedPopu...	Linked Sections	<input checked="" type="checkbox"/>	Linked Sections		<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	feesPopu...	Fees	<input checked="" type="checkbox"/>	Fees		<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	catalogPo...	Catalog	<input checked="" type="checkbox"/>	Catalog		<input type="checkbox"/>	<input checked="" type="checkbox"/>

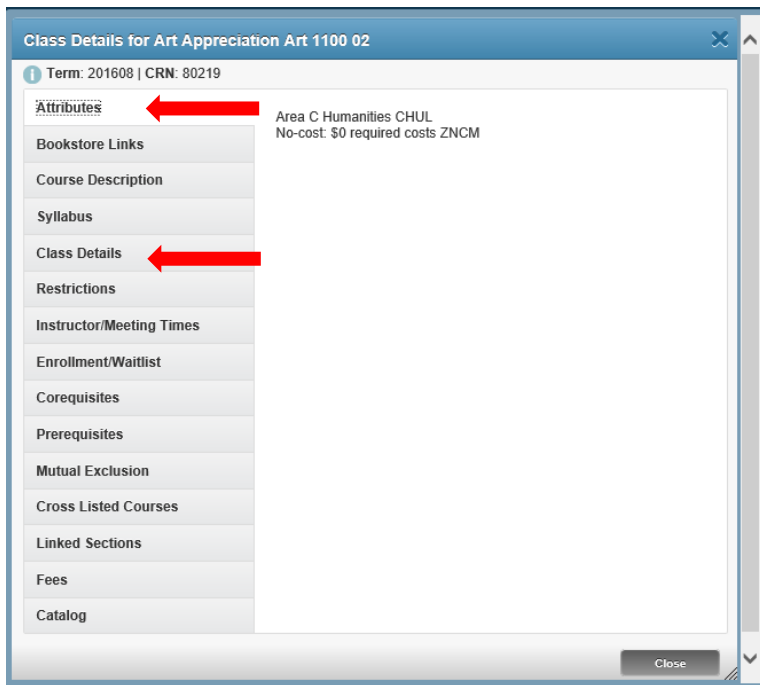
Activity Date 01/10/2018 02:32:42 PM Activity User CTAYLOR

Record: 1/15 SORWSCR.SORWSCR_DISPLAY_NUMBER [1]

These steps should be performed for all of the Persona and Page combinations listed below to reorder the attribute information in the class and course details popups:

Persona	Page 100 Class Details Popup	Page 340 Course Details Popup
FACULTYADVISOR	X	X
FACULTYBOTH	X	X
FACULTYINSTRUCTOR	X	X
STUDENT	X	X
WEBUSER	X	X

After making changes on SOAWSCR, log in to Banner 9 Self-Service Registration to see the changes take effect. When the Class Details Popup or Course Details Popup are displayed, the Attributes will now appear as the first item.



Display attribute field in search results (SOAWSCR)

Banner 9.x ONLY:

These steps must be performed in conjunction with the installation of the Modifications to Self-Service Registration 9.7.

To add the attribute field on the Course Search Results and Class Search Results pages in Self-Service Registration, a script (i_sowscr_9_0_3.sql delivered in Georgia Enhancements 9.0.3) must be run by the institution's technical staff. This script adds the attributes field to the search results pages for persona and page combinations existing for Effective Term "000000".

The attribute field should be added for each of the following Persona and Page combinations:

Persona	Page 30 Class Search Results	Page 330 Course Search Results
FACULTYADVISOR	X	X
FACULTYBOTH	X	X
FACULTYINSTRUCTOR	X	X
REGISTRAR		X
STUDENT	X	X
WEBUSER	X	X

The i_sowscr_9_0_3.sql script inserts the attributes column but this column will not be visible in Self-Service Registration until a functional Banner user updates the display settings on SOAWSCR. In the Key Block of SOAWSCR, populate the Persona field with "Student," Page field with "30" (Class Search Results), and Effective Term field with "000000". Click Go. Look for Field "attributesPopup" with Field Description and Baseline Display Text "Attributes". The Display Number should be empty and no

indicators should be checked. The attributes column exists but is not currently displaying in Self-Service Registration.

Overall Page and Field Configuration SOAWSCR 9.3.2

Person: STUDENT Student Page: 30 Class Search Results Effective Term: 000000 The Beginning of Time End Term: 999999

Copy From Persona: Copy From Term:

OVERALL PAGE AND FIELD CONFIGURATION

Display Number	Field *	Field Description	Displayed	Baseline Display Text	Custom Display Text	Required	System Required
1	courseTitle	Title	<input checked="" type="checkbox"/>	Title		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	subjectDescript...	Subject Description	<input checked="" type="checkbox"/>	Subject Description		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	courseNumber	Course Number	<input checked="" type="checkbox"/>	Course Number		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	sequenceNumber	Section	<input checked="" type="checkbox"/>	Section		<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	creditHours	Hours	<input checked="" type="checkbox"/>	Hours		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	courseReferen...	CRN	<input checked="" type="checkbox"/>	CRN		<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	term	Term	<input checked="" type="checkbox"/>	Term		<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	instructor	Instructors	<input checked="" type="checkbox"/>	Instructors		<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	meetingTime	Meeting Times	<input checked="" type="checkbox"/>	Meeting Times		<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	campus	Campuses	<input checked="" type="checkbox"/>	Campuses		<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	status	Status	<input checked="" type="checkbox"/>	Status		<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	scheduleType	Schedule Types	<input checked="" type="checkbox"/>	Schedule Types		<input type="checkbox"/>	<input checked="" type="checkbox"/>
	attributesPopup	Attributes	<input type="checkbox"/>	Attributes		<input type="checkbox"/>	<input type="checkbox"/>
	subject	Subject	<input type="checkbox"/>	Subject		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Activity Date 01/05/2018 03:33:43 PM Activity User CTAYLOR

Record: 13/14 SORWSCR.SORWSCR_DISPLAY_NUMBER [13] ellucian

To display attributes, check the Displayed indicator and enter the next unused number in the Display Number field. Save the record. Perform these steps for each Persona for Page "30" and "330" for Effective Term "000000".

Overall Page and Field Configuration SOAWSCR 9.3.2

Person: STUDENT Student Page: 30 Class Search Results Effective Term: 000000 The Beginning of Time End Term: 999999

Copy From Persona: Copy From Term:

OVERALL PAGE AND FIELD CONFIGURATION

Display Number	Field *	Field Description	Displayed	Baseline Display Text	Custom Display Text	Required	System Required
1	courseTitle	Title	<input checked="" type="checkbox"/>	Title		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	subjectDescript...	Subject Description	<input checked="" type="checkbox"/>	Subject Description		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	courseNumber	Course Number	<input checked="" type="checkbox"/>	Course Number		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	sequenceNumber	Section	<input checked="" type="checkbox"/>	Section		<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	creditHours	Hours	<input checked="" type="checkbox"/>	Hours		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	courseReferen...	CRN	<input checked="" type="checkbox"/>	CRN		<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	term	Term	<input checked="" type="checkbox"/>	Term		<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	instructor	Instructors	<input checked="" type="checkbox"/>	Instructors		<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	meetingTime	Meeting Times	<input checked="" type="checkbox"/>	Meeting Times		<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	campus	Campuses	<input checked="" type="checkbox"/>	Campuses		<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	status	Status	<input checked="" type="checkbox"/>	Status		<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	scheduleType	Schedule Types	<input checked="" type="checkbox"/>	Schedule Types		<input type="checkbox"/>	<input checked="" type="checkbox"/>
13	attributesPopup	Attributes	<input checked="" type="checkbox"/>	Attributes		<input type="checkbox"/>	<input type="checkbox"/>
	subject	Subject	<input type="checkbox"/>	Subject		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Activity Date 01/11/2018 10:22:33 AM Activity User CTAYLOR

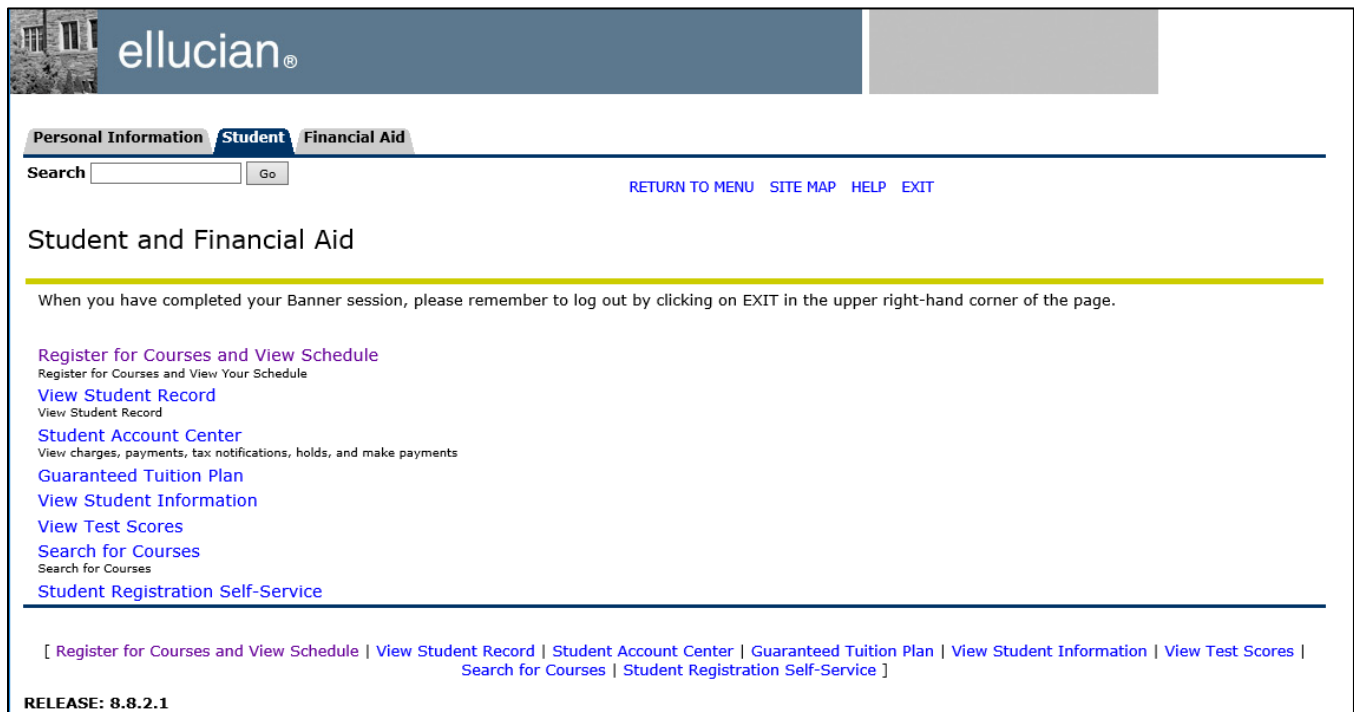
Record: 13/14 SORWSCR.SORWSCR_DISPLAY_NUMBER [13] ellucian

Accessing Attributes in Banner 8 Student Self-Service

When using Banner Student Self-Service, a student can search for course attributes in the catalog, the term schedule or as part of registration.

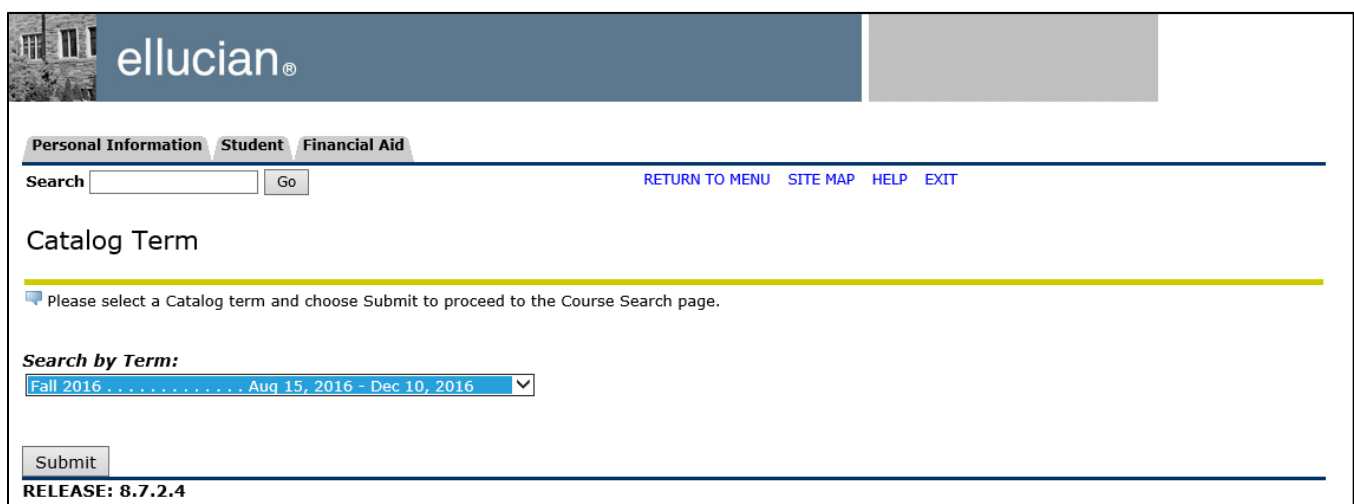
Search course catalog

To search the course catalog, log in to Banner Student Self-Service as a student and access the Student and Financial Aid menu. Click “Search for Courses.”



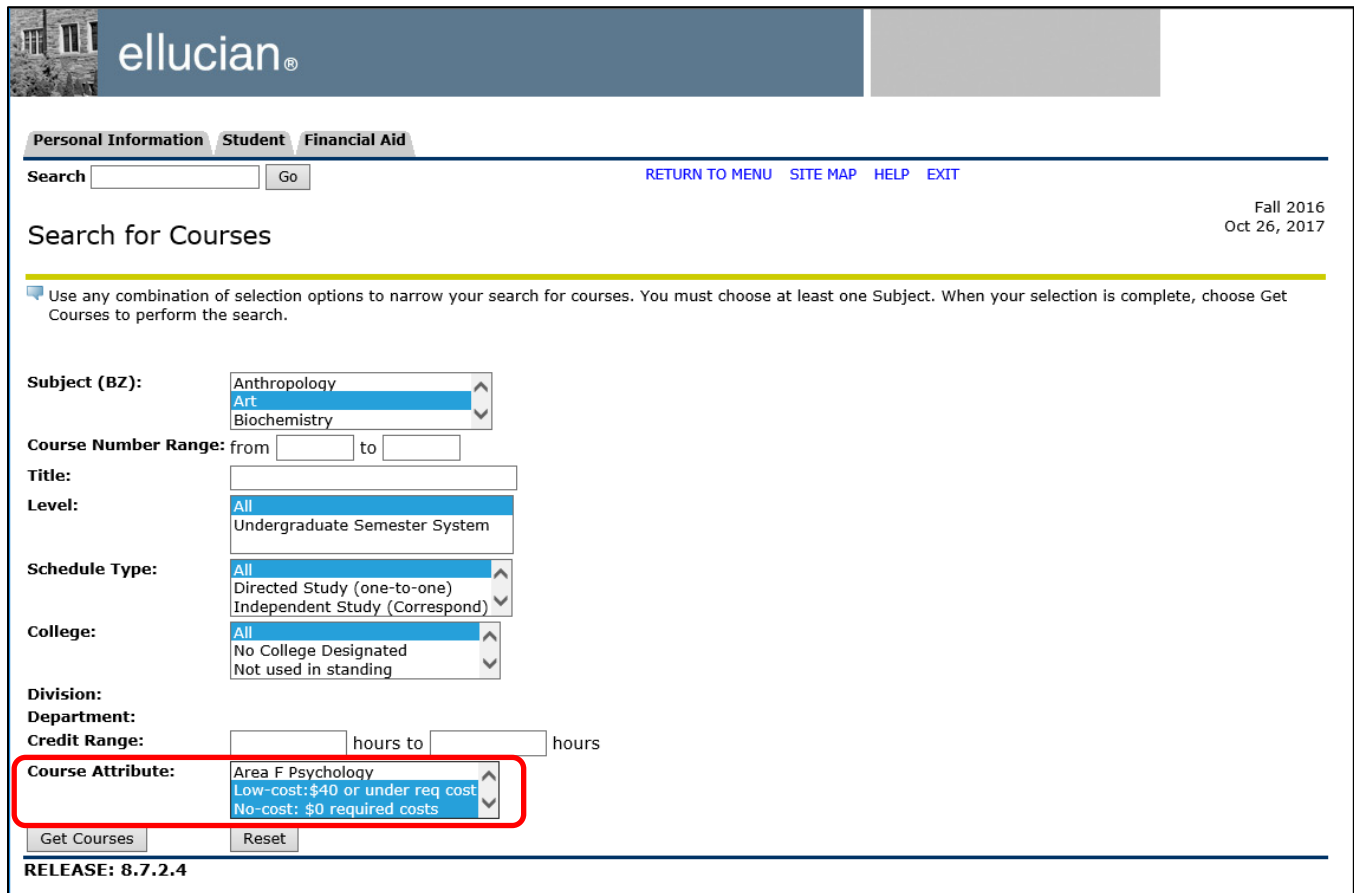
The screenshot shows the Banner 8 Student Self-Service interface. At the top, there is a navigation bar with tabs for 'Personal Information', 'Student', and 'Financial Aid'. Below the navigation bar, there is a search box with a 'Go' button and links for 'RETURN TO MENU', 'SITE MAP', 'HELP', and 'EXIT'. The main content area is titled 'Student and Financial Aid' and contains a list of links: 'Register for Courses and View Schedule', 'View Student Record', 'Student Account Center', 'Guaranteed Tuition Plan', 'View Student Information', 'View Test Scores', 'Search for Courses', and 'Student Registration Self-Service'. A footer note reads 'RELEASE: 8.8.2.1'.

Select a term from the dropdown menu. Catalog data is term based and may differ from term to term.



The screenshot shows the Banner 8 Student Self-Service interface. At the top, there is a navigation bar with tabs for 'Personal Information', 'Student', and 'Financial Aid'. Below the navigation bar, there is a search box with a 'Go' button and links for 'RETURN TO MENU', 'SITE MAP', 'HELP', and 'EXIT'. The main content area is titled 'Catalog Term' and contains a message: 'Please select a Catalog term and choose Submit to proceed to the Course Search page.' Below the message, there is a dropdown menu labeled 'Search by Term:' with the following options: 'Fall 2016', 'Aug 15, 2016 - Dec 10, 2016'. A 'Submit' button is located below the dropdown menu. A footer note reads 'RELEASE: 8.7.2.4'.

The “Search for Courses” page allows for the selection of a variety of search options. The course attributes option defaults to All. Multiple attributes may be selected. Click “Get Courses” to perform the search.



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Personal Information Student Financial Aid

Search Go [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Fall 2016
Oct 26, 2017

Search for Courses

Use any combination of selection options to narrow your search for courses. You must choose at least one Subject. When your selection is complete, choose Get Courses to perform the search.

Subject (BZ): Anthropology
Art
Biochemistry

Course Number Range: from to

Title:

Level: All
Undergraduate Semester System

Schedule Type: All
Directed Study (one-to-one)
Independent Study (Correspond)

College: All
No College Designated
Not used in standing

Division:

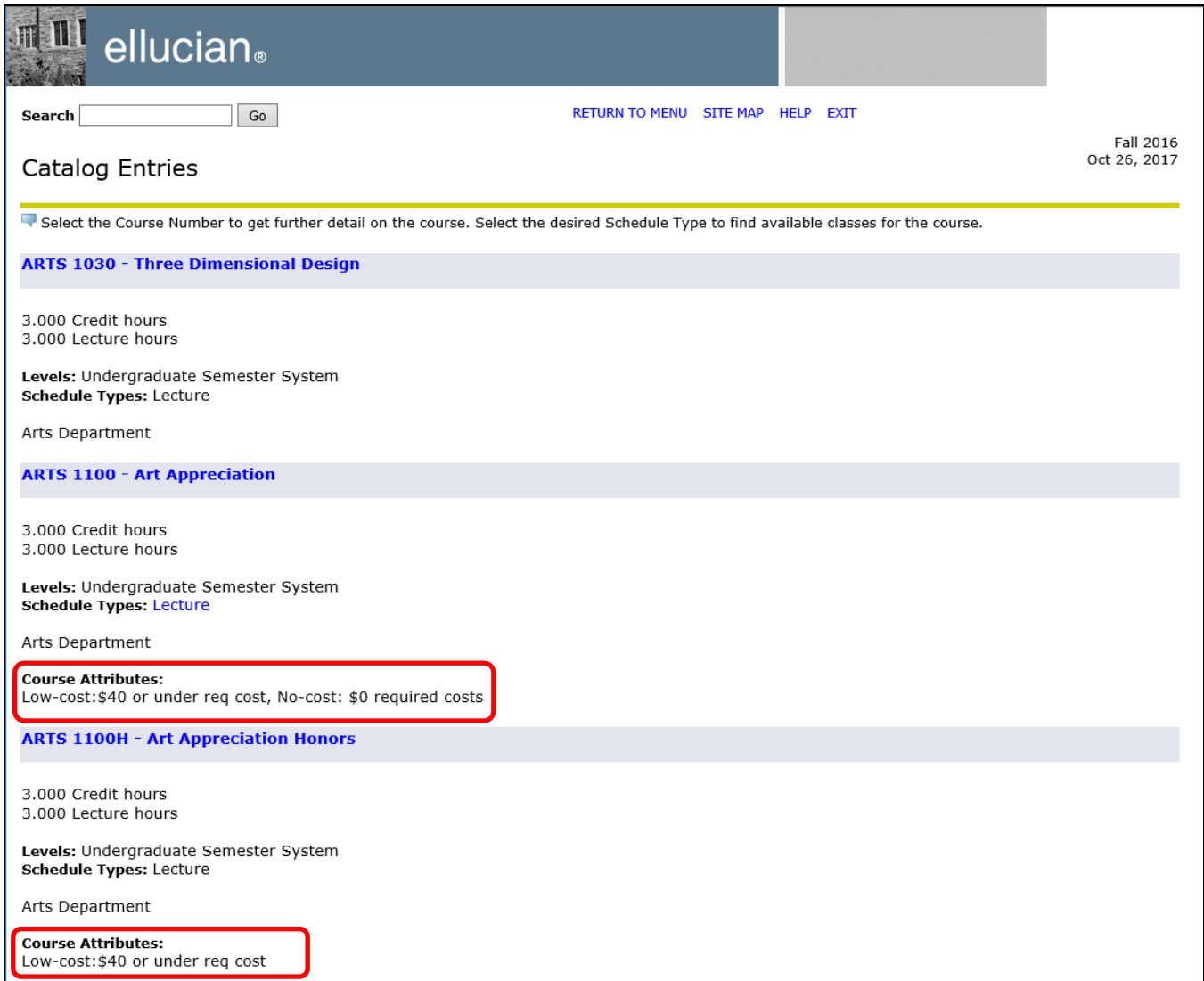
Department:

Credit Range: hours to hours

Course Attribute: Area F Psychology
Low-cost: \$40 or under req cost
No-cost: \$0 required costs

RELEASE: 8.7.2.4

When the course attribute search option is set to All, attribute descriptions will display if available.



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Search Go

RETURN TO MENU SITE MAP HELP EXIT

Fall 2016
Oct 26, 2017

Catalog Entries

Select the Course Number to get further detail on the course. Select the desired Schedule Type to find available classes for the course.

ARTS 1030 - Three Dimensional Design

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate Semester System
Schedule Types: Lecture

Arts Department

ARTS 1100 - Art Appreciation

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate Semester System
Schedule Types: Lecture

Arts Department

Course Attributes:
Low-cost:\$40 or under req cost, No-cost: \$0 required costs

ARTS 1100H - Art Appreciation Honors


3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate Semester System
Schedule Types: Lecture

Arts Department

Course Attributes:
Low-cost:\$40 or under req cost

The attributes are also available if you click the course titled to view the Detailed Course Information.



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Search

[SITE MAP](#) [HELP](#) [EXIT](#)

Fall 2016
Oct 26, 2017

Detailed Course Information

Select the desired Level or Schedule Type to find available classes for the course.

ARTS 1100 - Art Appreciation

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate Semester System
Schedule Types: [Lecture](#)

Arts Department


Course Attributes:
Low-cost:\$40 or under req cost, No-cost: \$0 required costs

[Return to Previous](#) [New Search](#)

RELEASE: 8.7.2.4

Search class schedule

To search the class schedule for a term, log in to Banner Student Self-Service as a student and access the Student and Financial Aid menu. Click “Register for Courses and View Schedule.”



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[Personal Information](#) [Student](#) [Financial Aid](#)

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student and Financial Aid

When you have completed your Banner session, please remember to log out by clicking on EXIT in the upper right-hand corner of the page.

[Register for Courses and View Schedule](#)
Register for Courses and View Your Schedule

[View Student Record](#)
View Student Record

[Student Account Center](#)
View charges, payments, tax notifications, holds, and make payments

[Guaranteed Tuition Plan](#)

[View Student Information](#)

[View Test Scores](#)

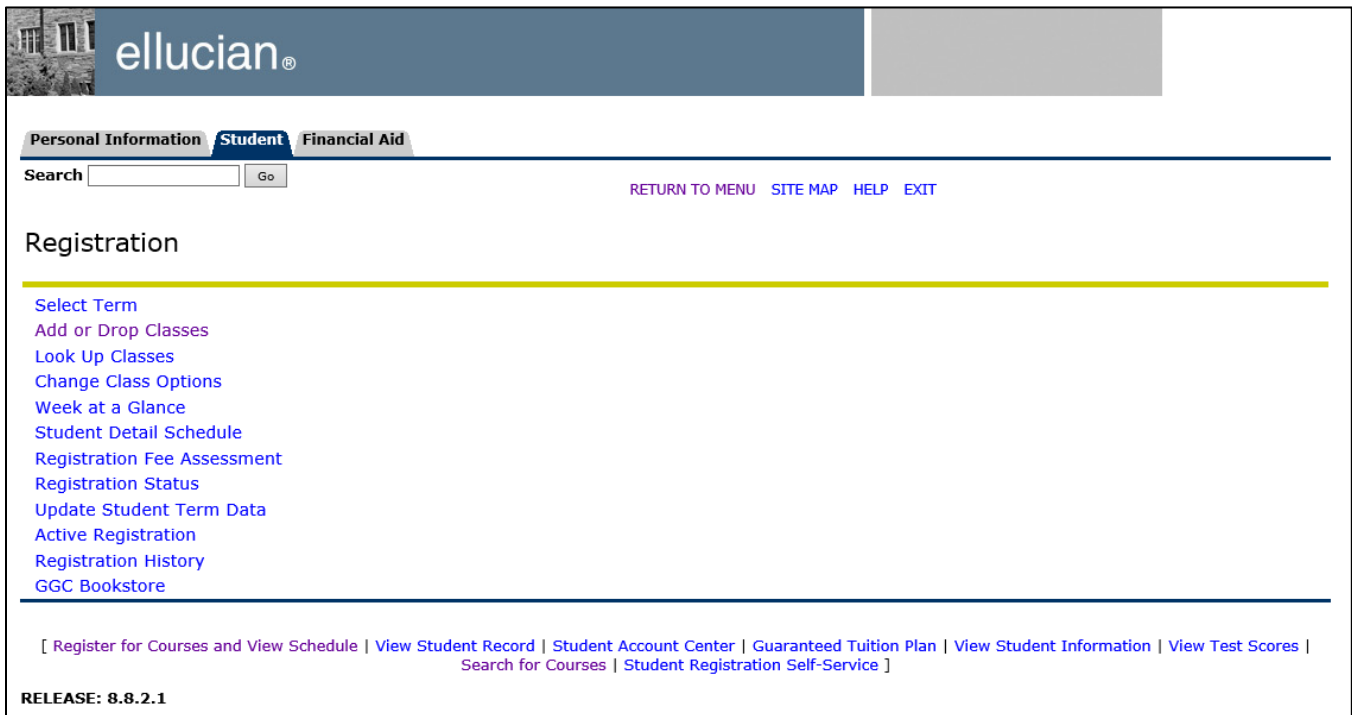
[Search for Courses](#)
Search for Courses

[Student Registration Self-Service](#)

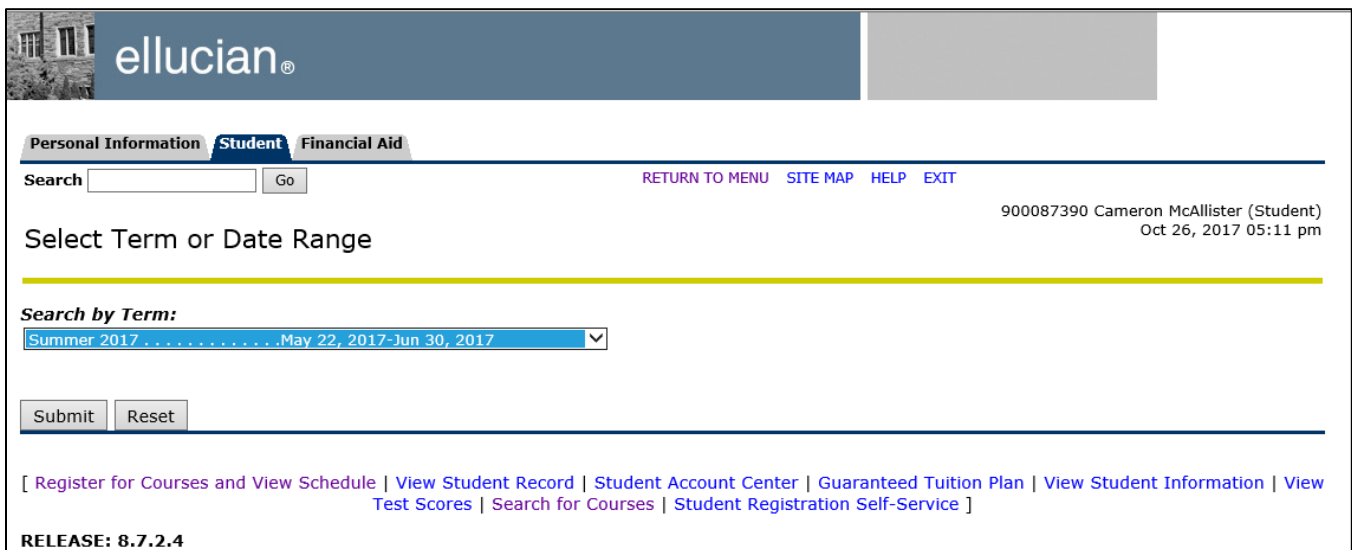
[[Register for Courses and View Schedule](#) | [View Student Record](#) | [Student Account Center](#) | [Guaranteed Tuition Plan](#) | [View Student Information](#) | [View Test Scores](#) | [Search for Courses](#) | [Student Registration Self-Service](#)]

RELEASE: 8.8.2.1

Click “Look Up Classes.” If you have not selected a term during this Self-Service session, you will be prompted to select a term or date range.




The screenshot shows the ellucian registration page. At the top left is the ellucian logo. Below it are navigation tabs for Personal Information, Student, and Financial Aid. A search bar with a 'Go' button is present. To the right are links for RETURN TO MENU, SITE MAP, HELP, and EXIT. The main heading is 'Registration', followed by a list of links: Select Term, Add or Drop Classes, Look Up Classes, Change Class Options, Week at a Glance, Student Detail Schedule, Registration Fee Assessment, Registration Status, Update Student Term Data, Active Registration, Registration History, and GGC Bookstore. At the bottom, there is a footer with various utility links and the text 'RELEASE: 8.8.2.1'.



The screenshot shows the 'Select Term or Date Range' page in the ellucian system. It features the same navigation and search elements as the previous page. The user's ID '900087390 Cameron McAllister (Student)' and the session time 'Oct 26, 2017 05:11 pm' are displayed in the top right. The main heading is 'Select Term or Date Range'. Below it is a 'Search by Term:' dropdown menu with 'Summer 2017May 22, 2017-Jun 30, 2017' selected. There are 'Submit' and 'Reset' buttons. The footer contains utility links and the text 'RELEASE: 8.7.2.4'.

The Look Up Classes page defaults to a basic search that only displays Subject as an option. Select a subject and click Course Search. A list of courses will be displayed for this subject. Click View Sections next to a course to see the individual course sections. All attributes will be displayed.



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Personal Information
Student
Financial Aid

[RETURN TO MENU](#)
[SITE MAP](#)
[HELP](#)
[EXIT](#)

900087390 Cameron McAllister (Student)
 Summer 2017
 Oct 26, 2017 05:23 pm

Look Up Classes

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Class Search when your selection is complete.

To search for eCore courses, click on the Advanced Search tab, select at least one subject and then select eCore under the Campus dropdown.


Subject:

Accounting
Anthropology
Art
Biochemistry
Biology
Business Administration
Chemistry
Communications
Criminal Justice/Criminology
Economics

[\[Week at a Glance | Student Detail Schedule | View Holds \]](#)

[\[Register for Courses and View Schedule | View Student Record | Student Account Center | Guaranteed Tuition Plan | View Student Information | View Test Scores | Search for Courses | Student Registration Self-Service \]](#)

RELEASE: 8.7.2.4



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Personal Information
Student
Financial Aid

[RETURN TO MENU](#)
[SITE MAP](#)
[HELP](#)
[EXIT](#)

900087390 Cameron McAllister (Student)
 Summer 2017
 Oct 26, 2017 05:23 pm

Look Up Classes

Summer 2017


Art

1100	Art Appreciation	<input type="button" value="View Sections"/>
2010	Drawing I	<input type="button" value="View Sections"/>
2020	Two-Dimensional Design	<input type="button" value="View Sections"/>

[\[Week at a Glance | Student Detail Schedule | View Fee Assessment \]](#)

[\[Register for Courses and View Schedule | View Student Record | Student Account Center | Guaranteed Tuition Plan | View Student Information | View Test Scores | Search for Courses | Student Registration Self-Service \]](#)

RELEASE: 8.7.2.4



Personal Information
Student
Financial Aid

[RETURN TO MENU](#)
[SITE MAP](#)
[HELP](#)
[EXIT](#)

900087390 Cameron McAllister (Student)
 Summer 2017
 Oct 26, 2017 05:24 pm

Look Up Classes

Select the box in front of the CRN (C identifies a closed class) and choose Register or Add to Worksheet.

Sections Found

Art

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date (MM/DD)	Location	Attribute
	50478	ARTS	1100	01	A	3.000	Art Appreciation	MTWR	08:00 am-10:30 am	24	3	21	Jamie J Jensen (P)	05/15-06/30	B 2900	Area C Humanities and Low-cost:\$40 or under req cost
<input type="checkbox"/>	50174	ARTS	1100	02	A	3.000	Art Appreciation	MTWR	11:00 am-01:30 pm	24	0	24	Jamie J Jensen (P)	05/15-06/30	B 2900	Area C Humanities
<input type="checkbox"/>	50185	ARTS	1100	03	A	3.000	Art Appreciation	MTWR	11:00 am-01:30 pm	24	1	23	Jamie J Jensen (P)	05/15-06/30	B 2900	Area C Humanities
<input type="checkbox"/>	50329	ARTS	1100	04	A	3.000	Art Appreciation	MTWR	11:00 am-01:30 pm	24	0	24	Cindy Faculty Taylor (P)	05/15-06/30	A 1240	Area C Humanities

When choosing the Advanced Search option on the Look Up Classes search page, additional search criteria is available including course attributes. The course attributes option defaults to All. Multiple attributes may be selected. Click "Get Courses" to perform the search. Only course sections with the specified attributes will be displayed.

Advanced Search

Use the selection options to search the class schedule. You may choose any combination of fields to narrow your search, but you must select at least one Subject. Select Section Search when your selection is complete.

Subject:

- Accounting
- Anthropology
- Art**
- Biochemistry
- Biology
- Business Administration
- Chemistry
- Chinese
- Communications
- Criminal Justice/Criminology

Course Number:

Title:

Schedule Type:

- All**
- Directed Study (one-to-one)
- Independent Study (Correspond)

Instructional Method:

Credit Range: hours to hours

Campus:

- All**
- Main
- eCore

Course Level:

- All**
- Undergraduate Semester System

Part of Term:

Non-date based courses only

- All**
- Full Term

Instructor:

- All**
- Bazemore, Thomas
- Bergstein, Sol

Session:

Attribute Type:

- Area F Psychology**
- Low-cost: \$40 or under req cost
- No-cost: \$0 required costs


Start Time: Hour Minute am/pm

End Time: Hour Minute am/pm

Days: Mon Tue Wed Thur Fri Sat Sun

[[Register for Courses and View Schedule](#) | [View Student Record](#) | [Student Account Center](#) | [Guaranteed Tuition Plan](#) | [View Student Information](#) | [View Test Scores](#) | [Search for Courses](#) | [Student Registration Self-Service](#)]

RELEASE: 8.7.2.4



Personal Information
Student
Financial Aid

[RETURN TO MENU](#)
[SITE MAP](#)
[HELP](#)
[EXIT](#)

Search

900087390 Cameron McAllister (Student)
 Fall 2017
 Oct 27, 2017 03:20 pm

Look Up Classes

Select the box in front of the CRN (C identifies a closed class) and choose Register or Add to Worksheet.

Sections Found

Art

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date (MM/DD)	Location	Attribute
<input type="checkbox"/>	80219	ARTS	1100	02	A	3.000	Art Appreciation	MWF	09:00 am-09:50 am	12	0	12	Jamie J Jensen (P)	08/01-12/08	A 1240	No-cost: \$0 required costs
<input type="checkbox"/>	80224	ARTS	1100	07	A	3.000	Art Appreciation	M	06:30 pm-09:00 pm	28	0	28	Jamie J Jensen (P)	08/01-12/08	B 2900	No-cost: \$0 required costs
<input type="checkbox"/>	80645	ARTS	1100	15	A	3.000	Art Appreciation	W	06:30 pm-09:00 pm	28	0	28	Jamie J Jensen (P)	08/01-12/08	A 1240	No-cost: \$0 required costs
<input type="checkbox"/>	81420	ARTS	2010	01	A	3.000	Drawing I	TR	12:30 pm-01:45 pm	16	0	16	Jamie J Jensen (P)	08/01-12/08	A 1240	Low-cost:\$40 or under req cost
<input type="checkbox"/>	82608	ARTS	2010	02	A	3.000	Drawing I	TR	11:00 am-12:15 pm	16	0	16	Jamie J Jensen (P)	08/01-12/08	A 1240	Low-cost:\$40 or under req cost

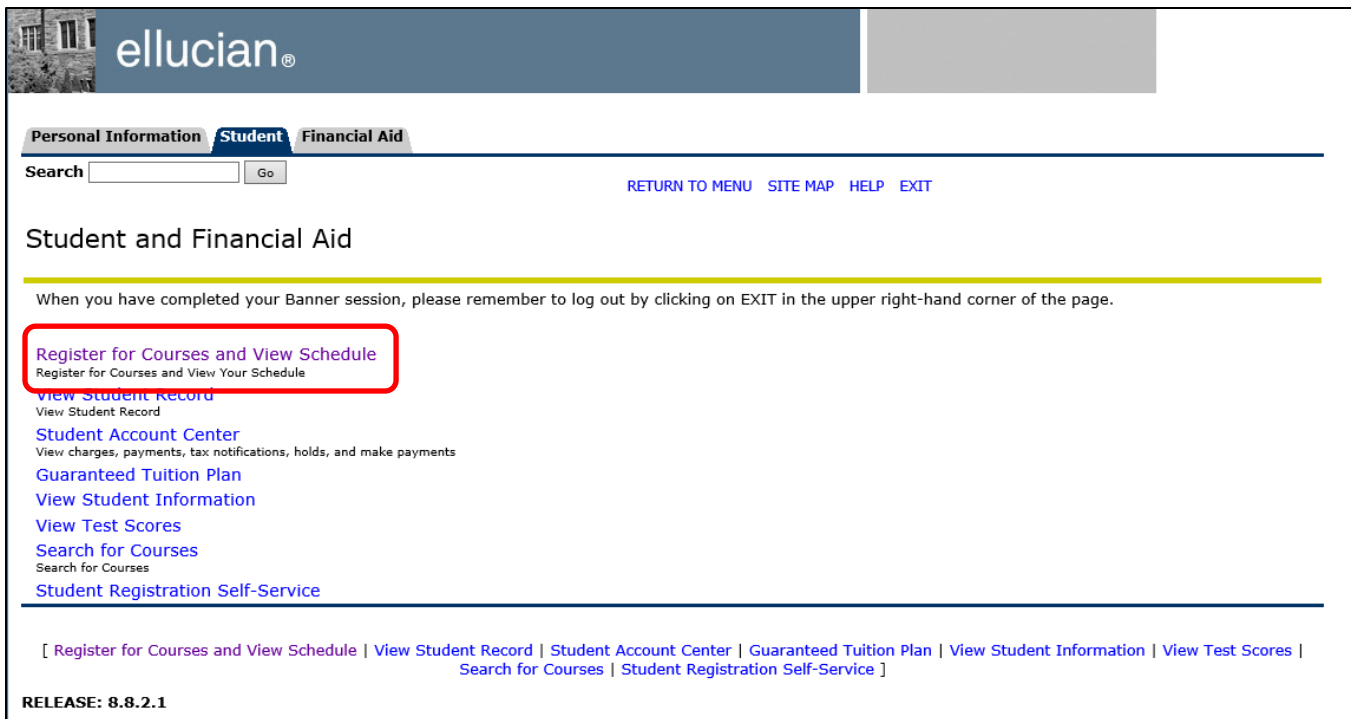
[\[Week at a Glance | Student Detail Schedule | View Fee Assessment \]](#)

[\[Register for Courses and View Schedule | View Student Record | Student Account Center | Guaranteed Tuition Plan | View Student Information | View Test Scores | Search for Courses | Student Registration Self-Service \]](#)

RELEASE: 8.7.2.4

Look up course during registration

To search for a course during registration, log in to Banner Self-Service as a student and access the Student and Financial Aid menu. Click “Register for Courses and View Schedule.”



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Personal Information **Student** Financial Aid

Search Go [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student and Financial Aid

When you have completed your Banner session, please remember to log out by clicking on EXIT in the upper right-hand corner of the page.

Register for Courses and View Schedule
Register for Courses and View Your Schedule

- [View Student Record](#)
View Student Record
- [Student Account Center](#)
View charges, payments, tax notifications, holds, and make payments
- [Guaranteed Tuition Plan](#)
- [View Student Information](#)
- [View Test Scores](#)
- [Search for Courses](#)
Search for Courses
- [Student Registration Self-Service](#)

[[Register for Courses and View Schedule](#) | [View Student Record](#) | [Student Account Center](#) | [Guaranteed Tuition Plan](#) | [View Student Information](#) | [View Test Scores](#) | [Search for Courses](#) | [Student Registration Self-Service](#)]

RELEASE: 8.8.2.1

Click “Add or Drop Classes.” If you have not selected a term during this Self-Service session, you will be prompted to select a term or date range.



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Personal Information **Student** Financial Aid

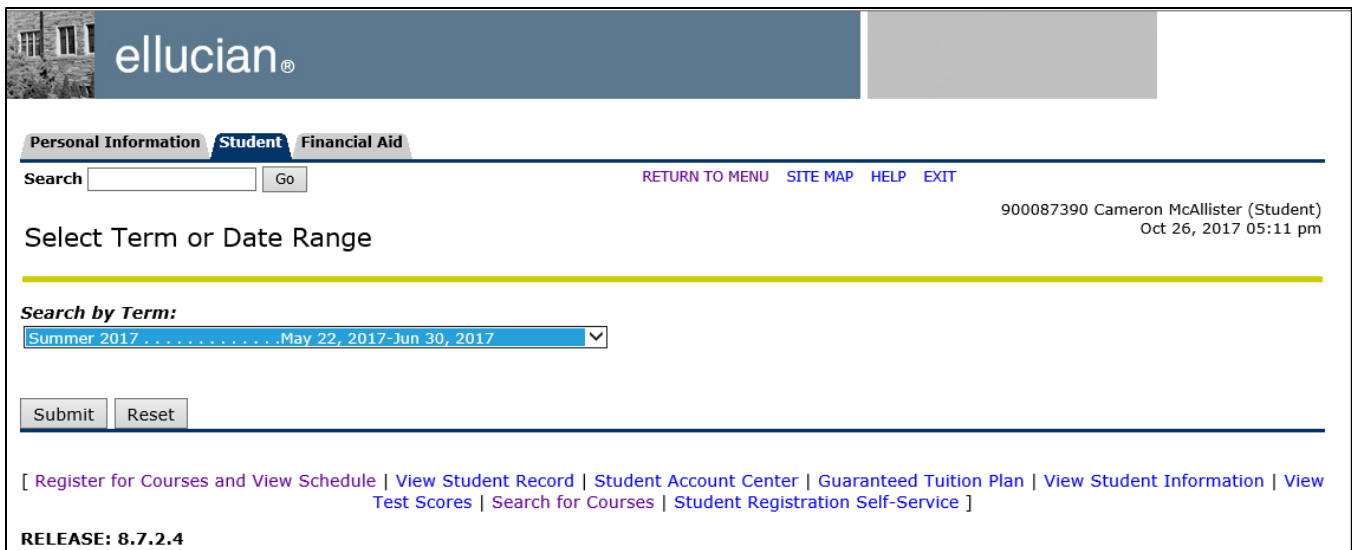
Search Go [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Registration

- [Select Term](#)
- Add or Drop Classes**
- [Look Up Classes](#)
- [Change Class Options](#)
- [Week at a Glance](#)
- [Student Detail Schedule](#)
- [Registration Fee Assessment](#)
- [Registration Status](#)
- [Update Student Term Data](#)
- [Active Registration](#)
- [Registration History](#)
- [GGC Bookstore](#)

[[Register for Courses and View Schedule](#) | [View Student Record](#) | [Student Account Center](#) | [Guaranteed Tuition Plan](#) | [View Student Information](#) | [View Test Scores](#) | [Search for Courses](#) | [Student Registration Self-Service](#)]

RELEASE: 8.8.2.1



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Personal Information **Student** Financial Aid

Search Go [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

900087390 Cameron McAllister (Student)
Oct 26, 2017 05:11 pm

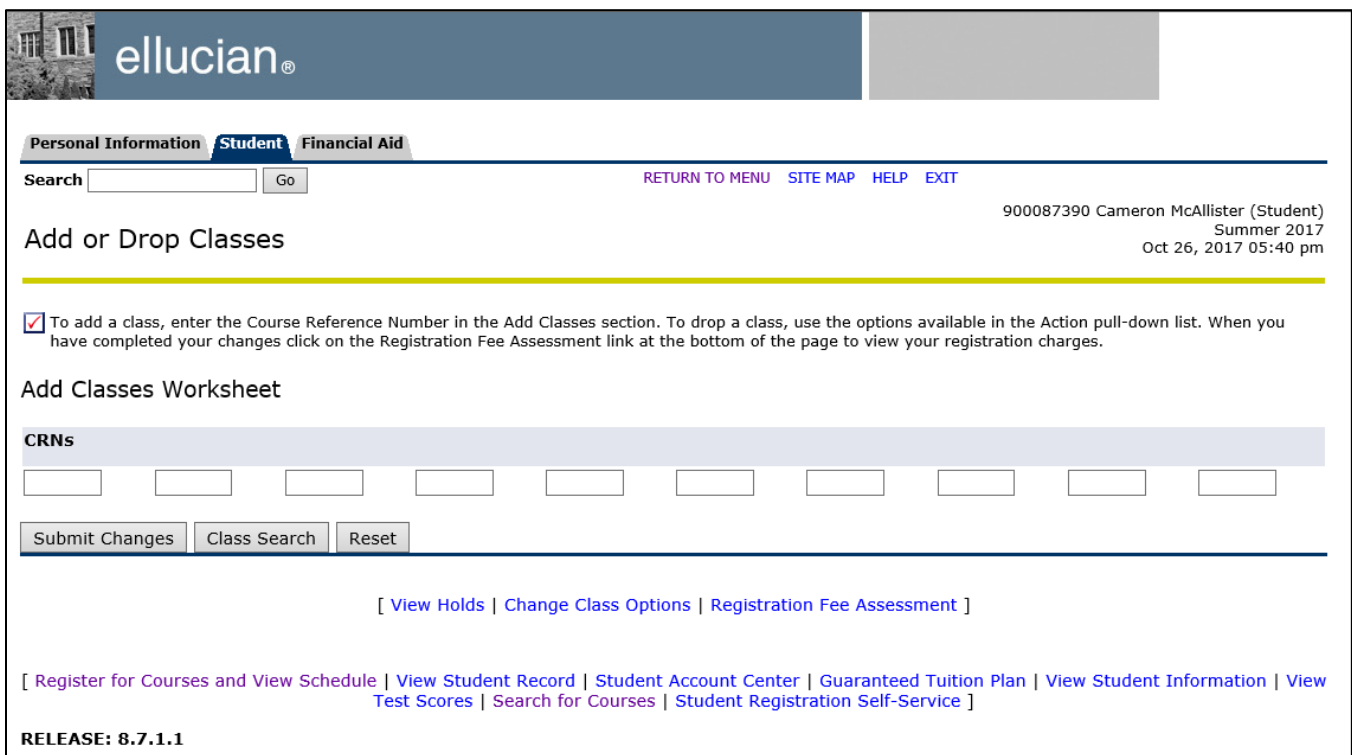
Select Term or Date Range

Search by Term:
 ▼

[[Register for Courses and View Schedule](#) | [View Student Record](#) | [Student Account Center](#) | [Guaranteed Tuition Plan](#) | [View Student Information](#) | [View Test Scores](#) | [Search for Courses](#) | [Student Registration Self-Service](#)]

RELEASE: 8.7.2.4

Click the Class Search button on the Add or Drop Classes page to search the course schedule for the term.



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Personal Information **Student** Financial Aid

Search Go [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

900087390 Cameron McAllister (Student)
Summer 2017
Oct 26, 2017 05:40 pm

Add or Drop Classes

To add a class, enter the Course Reference Number in the Add Classes section. To drop a class, use the options available in the Action pull-down list. When you have completed your changes click on the Registration Fee Assessment link at the bottom of the page to view your registration charges.

Add Classes Worksheet

CRNs

[[View Holds](#) | [Change Class Options](#) | [Registration Fee Assessment](#)]

[[Register for Courses and View Schedule](#) | [View Student Record](#) | [Student Account Center](#) | [Guaranteed Tuition Plan](#) | [View Student Information](#) | [View Test Scores](#) | [Search for Courses](#) | [Student Registration Self-Service](#)]

RELEASE: 8.7.1.1

Click the Class Search button. The Look Up Classes search will be displayed. This is the same search functionality as described in the “Search class schedule” section of this document. When search results are returned, attributes will be displayed.



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Personal Information **Student** Financial Aid

Search Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

900087390 Cameron McAllister (Student)
Summer 2017
Oct 26, 2017 05:41 pm

Look Up Classes

Sections Found

Art

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	Instructor	Date (MM/DD)	Location	Attribute
<input type="checkbox"/>	50478	ARTS	1100	01	A	3.000	Art Appreciation	MTWR	08:00 am-10:30 am	24	2	22	Jamie J Jensen (P)	05/15-06/30	B 2900	Low-cost:\$40 or under req cost

[[Week at a Glance](#) | [Student Detail Schedule](#) | [View Fee Assessment](#)]

[[Register for Courses and View Schedule](#) | [View Student Record](#) | [Student Account Center](#) | [Guaranteed Tuition Plan](#) | [View Student Information](#) | [View Test Scores](#) | [Search for Courses](#) | [Student Registration Self-Service](#)]

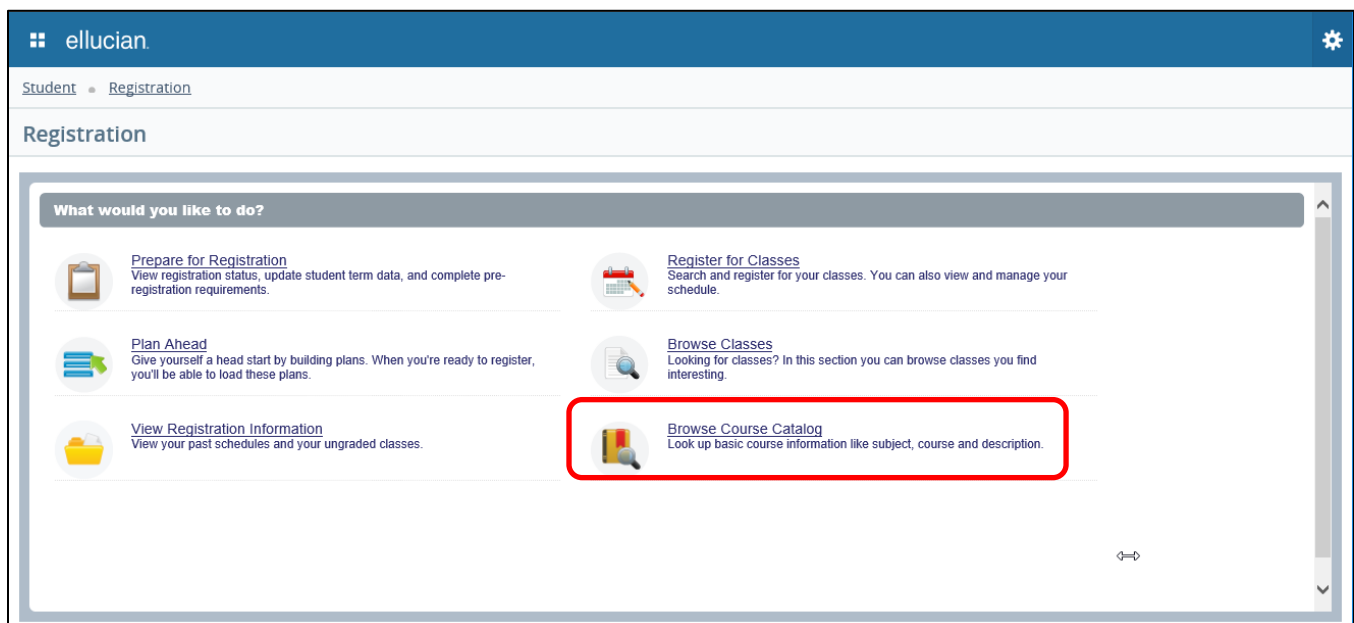
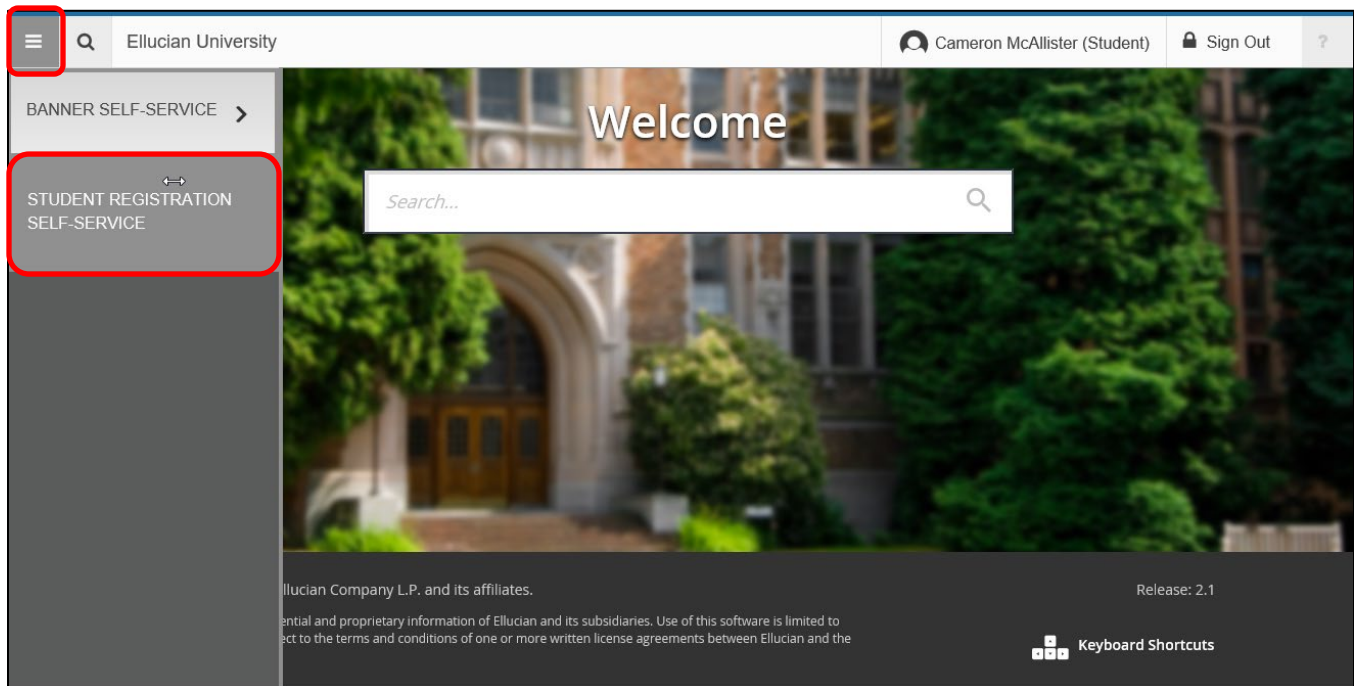
RELEASE: 8.7.1.2

Accessing Attributes in Banner 9 Student Registration Self-Service


When using Student Registration Self-Service, a student can search for course attributes in the catalog, the term schedule or as part of registration.

Search course catalog

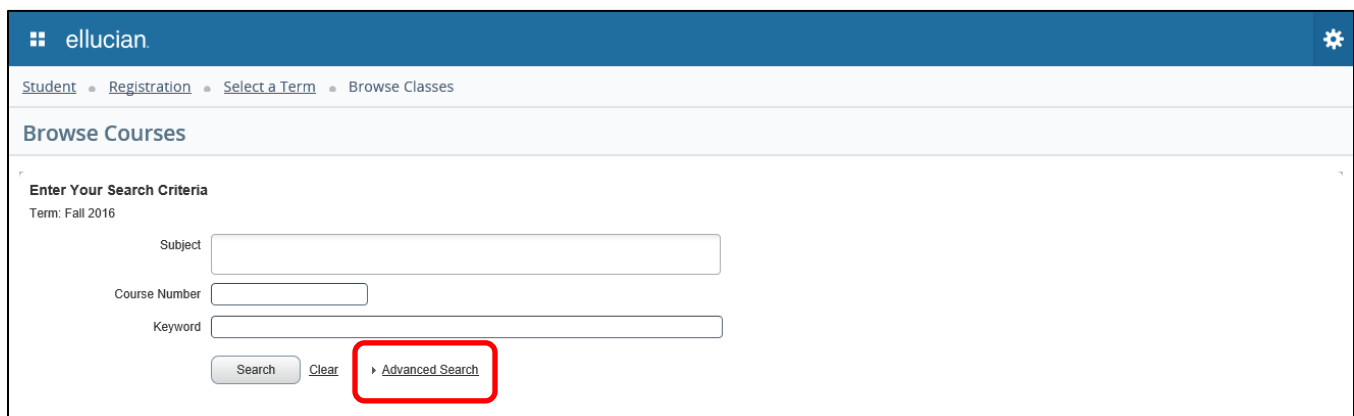
To search the course catalog, log in to Application Navigator as a student and access Student Registration Self-Service from the menu. Click “Browse Course Catalog.”



Select a term from the dropdown menu. Catalog data is term based and may differ from term to term. Click Continue.



The “Browse Courses” page defaults to a basic search for Subject, Course Number and Keyword. To see all possible search criteria, click on Advanced Search.



The Advanced Search allows for the selection of a variety of search options. Click into search fields, select from dropdown menus or type in search criteria. Multiple attributes may be selected. Click “Search” to perform the search.

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[Student](#) | [Registration](#) | [Select a Term](#) | [Browse Classes](#)

Browse Courses

Enter Your Search Criteria
Term: Fall 2016

Subject

Course Number

Keyword

Subject and Course Number

Keyword (With All Words)

Keyword (With Any Words)

Keyword (Exact Phrase)

Keyword (Without The Word)

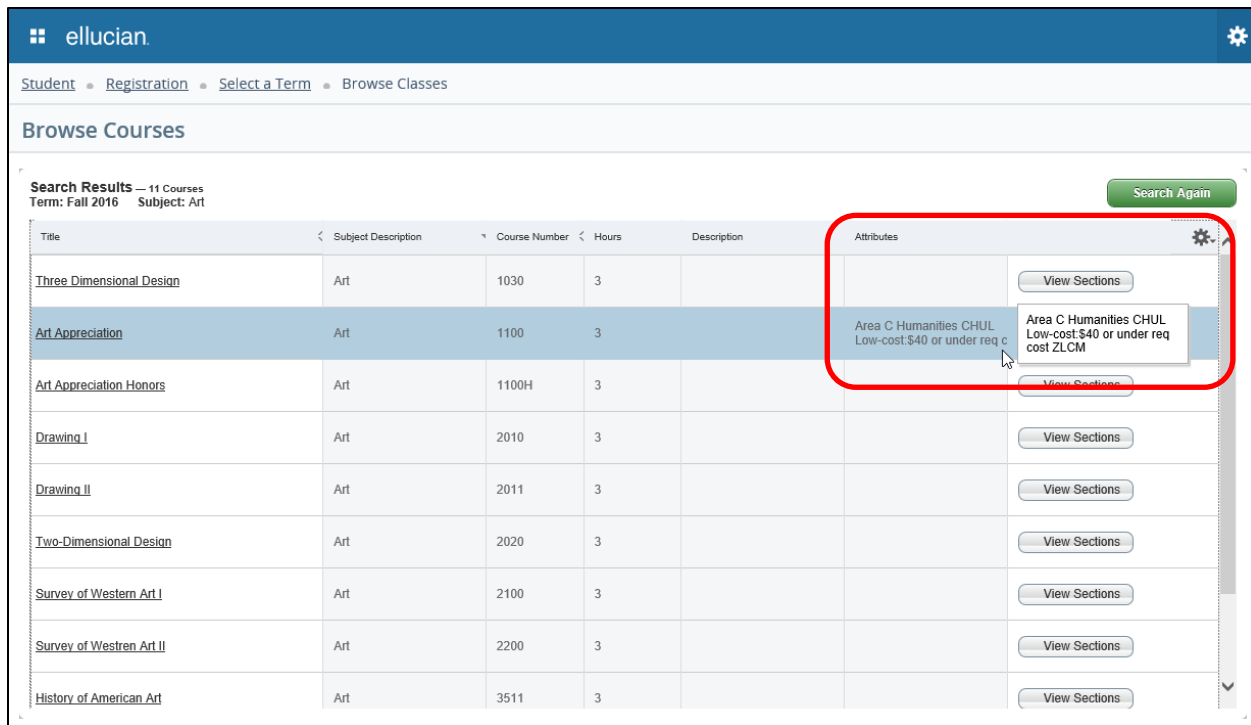
Title

Attribute You can add another

Level

[Advanced Search](#)

The Attributes field will be displayed in the search results if setup was completed on SOAWSCR for Page "330". The full content of the field can be seen by placing the cursor over the field. The attribute description and code will be displayed.



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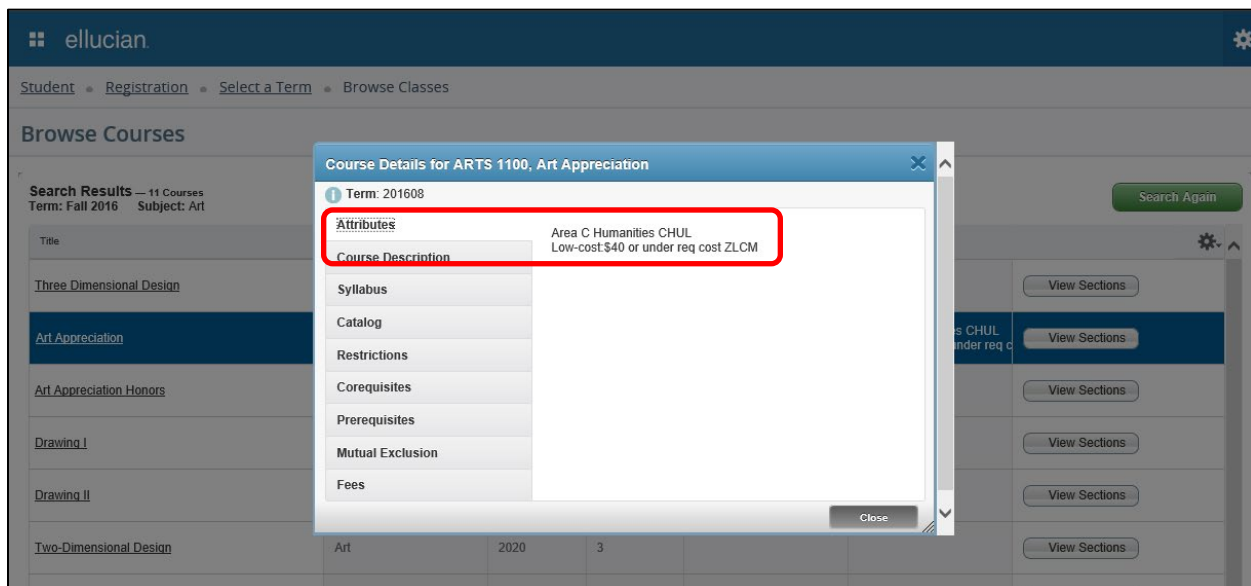
Student • Registration • Select a Term • Browse Classes

Browse Courses

Search Results — 11 Courses
Term: Fall 2016 Subject: Art

Title	Subject Description	Course Number	Hours	Description	Attributes
Three Dimensional Design	Art	1030	3		
Art Appreciation	Art	1100	3		Area C Humanities CHUL Low-cost:\$40 or under req cost ZLCM
Art Appreciation Honors	Art	1100H	3		
Drawing I	Art	2010	3		
Drawing II	Art	2011	3		
Two-Dimensional Design	Art	2020	3		
Survey of Western Art I	Art	2100	3		
Survey of Western Art II	Art	2200	3		
History of American Art	Art	3511	3		

The attributes for the course can also be accessed by clicking on the course title to activate the Course Details Popup. If setup was completed on SOAWSCR for Page “340,” the Attributes data will appear at the top of the popup window. The attribute description and code will be displayed if available for the course on SCADETL. The message “No Attribute information available” will display if no attributes exist for this course.



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Student • Registration • Select a Term • Browse Classes

Browse Courses

Search Results — 11 Courses
Term: Fall 2016 Subject: Art

Course Details for ARTS 1100, Art Appreciation

Term: 201608

Attributes Area C Humanities CHUL
Low-cost:\$40 or under req cost ZLCM

Course Description

Syllabus

Catalog

Restrictions

Corequisites

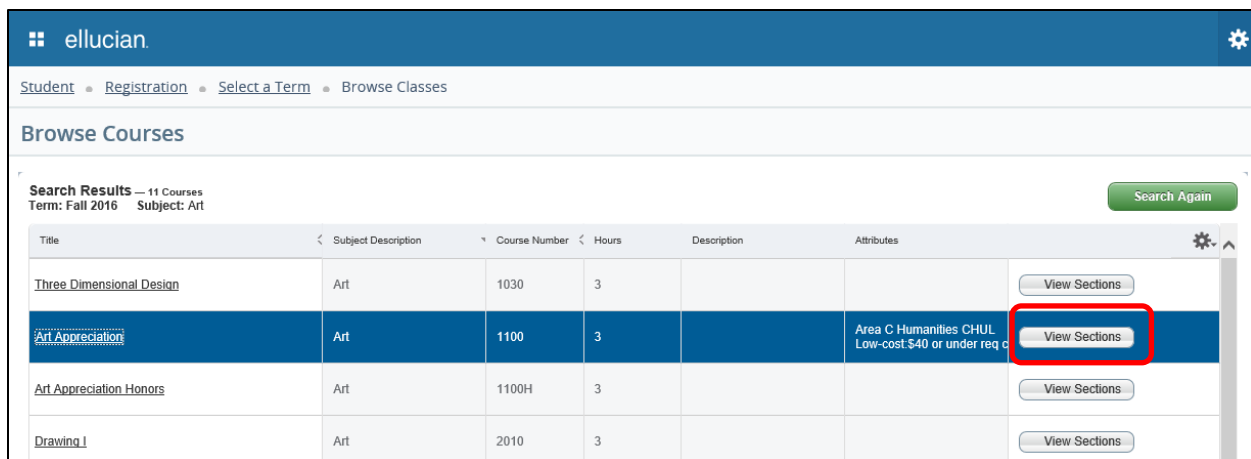
Prerequisites

Mutual Exclusion

Fees

Close

Clicking the View Sections button will display all course sections available for the term.



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Student » Registration » Select a Term » Browse Classes

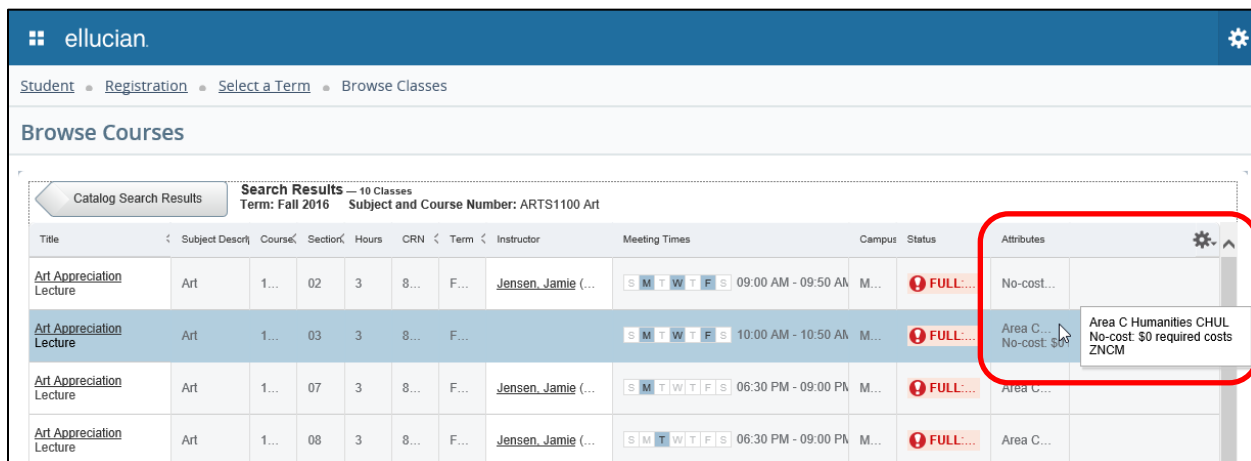
Browse Courses

Search Results — 11 Courses
Term: Fall 2016 Subject: Art

Title	Subject Description	Course Number	Hours	Description	Attributes	
Three Dimensional Design	Art	1030	3			View Sections
Art Appreciation	Art	1100	3		Area C Humanities CHUL Low-cost:\$40 or under req d	View Sections
Art Appreciation Honors	Art	1100H	3			View Sections
Drawing I	Art	2010	3			View Sections

Click the course section title to activate the Class Search Results page.

The Attributes field will be displayed in the search results if setup was completed on SOAWSCR for Page “30”. The full content of the field can be seen by placing the cursor over the field. The attribute description and code will be displayed.



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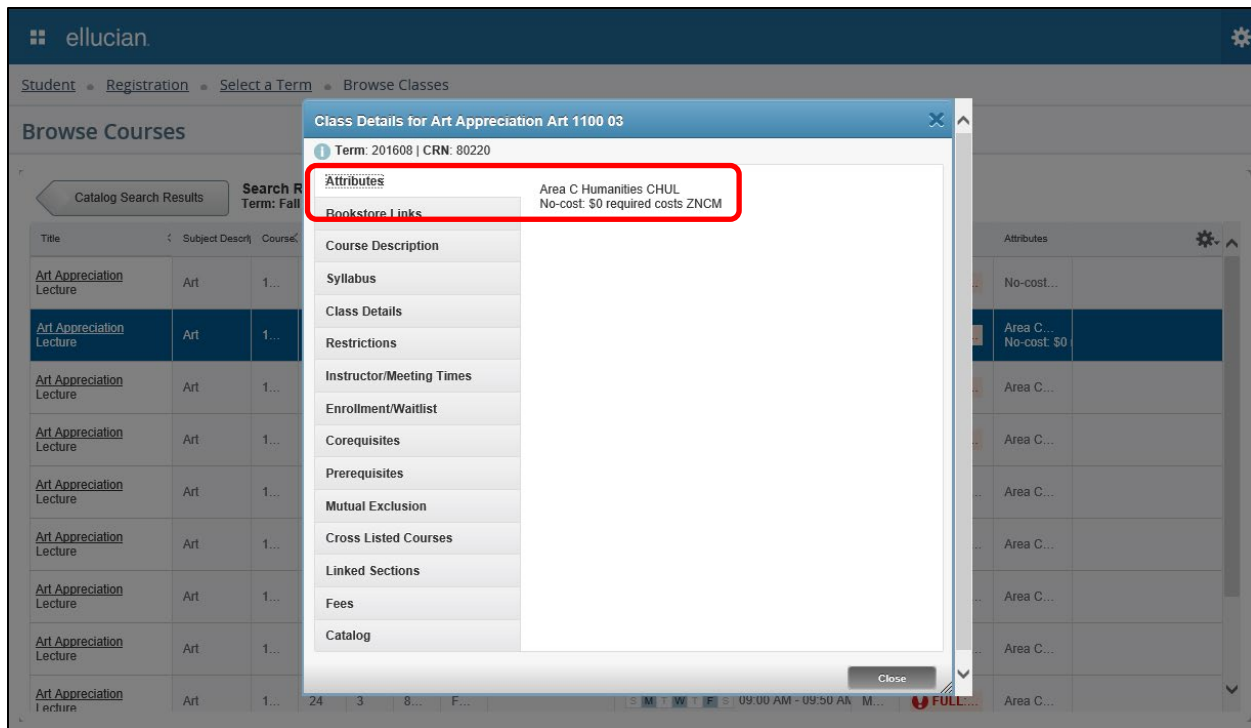
Student » Registration » Select a Term » Browse Classes

Browse Courses

Catalog Search Results Search Results — 10 Classes
Term: Fall 2016 Subject and Course Number: ARTS1100 Art

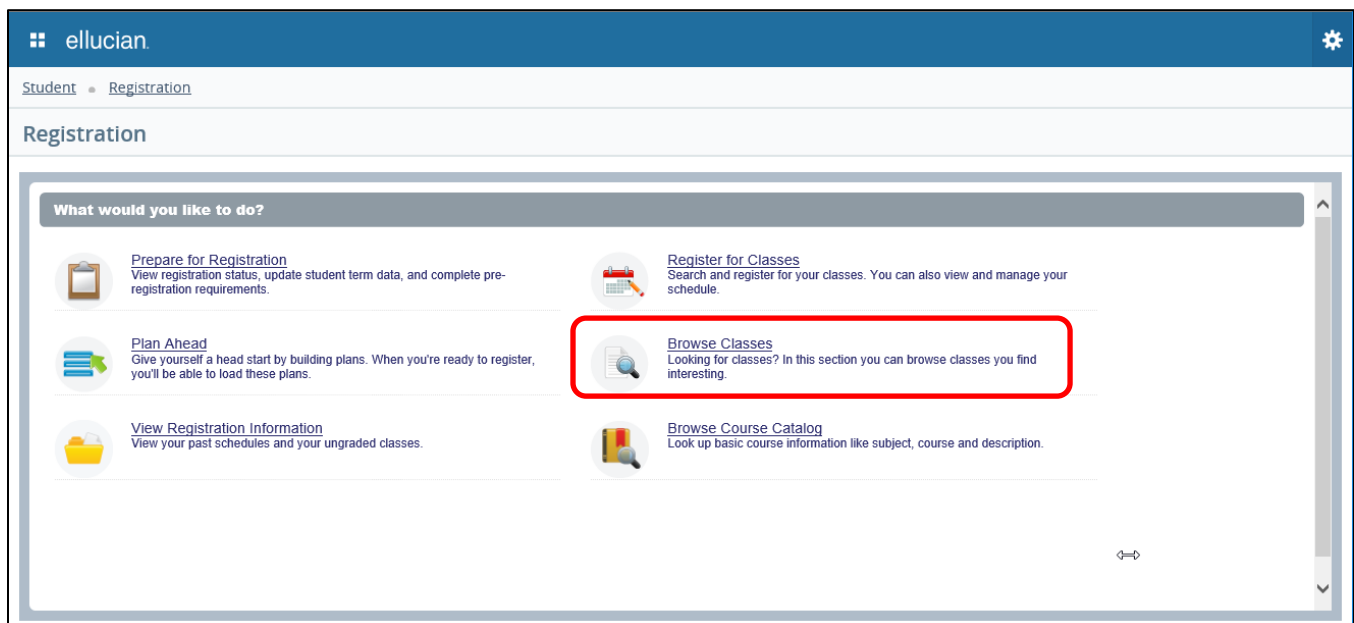
Title	Subject Descri	Course	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attributes
Art Appreciation Lecture	Art	1...	02	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 09:00 AM - 09:50 AM	M...	FULL...	No-cost...
Art Appreciation Lecture	Art	1...	03	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 10:00 AM - 10:50 AM	M...	FULL...	Area C... No-cost: \$0 Area C Humanities CHUL No-cost: \$0 required costs ZNCM
Art Appreciation Lecture	Art	1...	07	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 06:30 PM - 09:00 PM	M...	FULL...	Area C...
Art Appreciation Lecture	Art	1...	08	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 06:30 PM - 09:00 PM	M...	FULL...	Area C...

The attributes for the class can also be accessed by clicking on the course title to activate the Class Details Popup. If setup was completed on SOAWSCR for Page “100,” the attribute description and code will be displayed if available for the course section on SSADETL. The message “No Attribute information available” will display if no attributes exist for this course.



Search class schedule

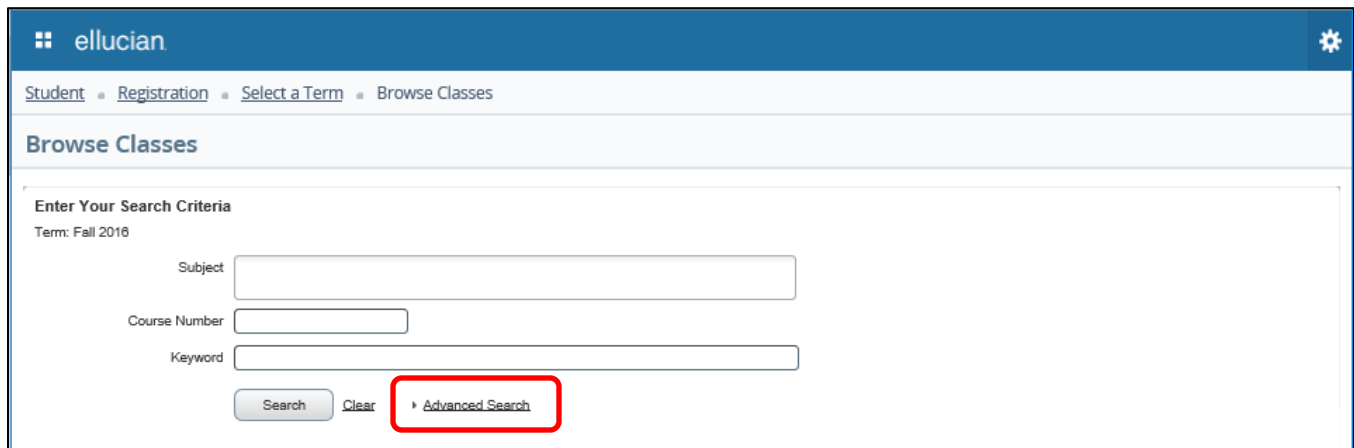
To search the class schedule for a term, log in to Application Navigator as a student and access Student Registration Self-Service from the menu. Click “Browse Classes.”



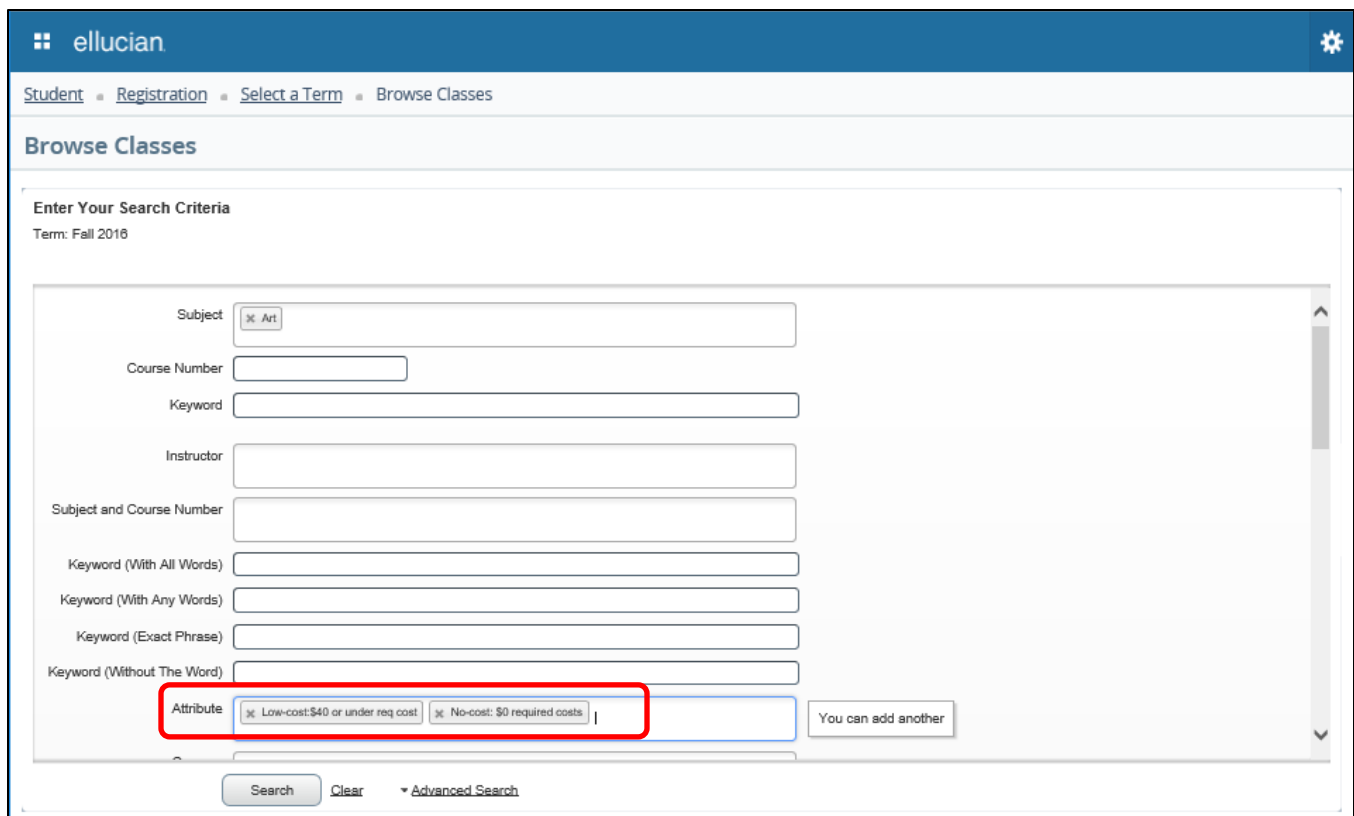
Select a term from the dropdown menu. Click Continue.



The “Browse Classes” page defaults to a basic search for Subject, Course Number and Keyword. To see all possible search criteria, click on Advanced Search.



The Advanced Search allows for the selection of a variety of search options. Click into search fields, select from dropdown menus or type in search criteria. Multiple attributes may be selected. Click “Search” to perform the search.



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Student » Registration » Select a Term » Browse Classes

Browse Classes

Enter Your Search Criteria
Term: Fall 2016

Subject: Art

Course Number:

Keyword:

Instructor:

Subject and Course Number:

Keyword (With All Words):

Keyword (With Any Words):

Keyword (Exact Phrase):

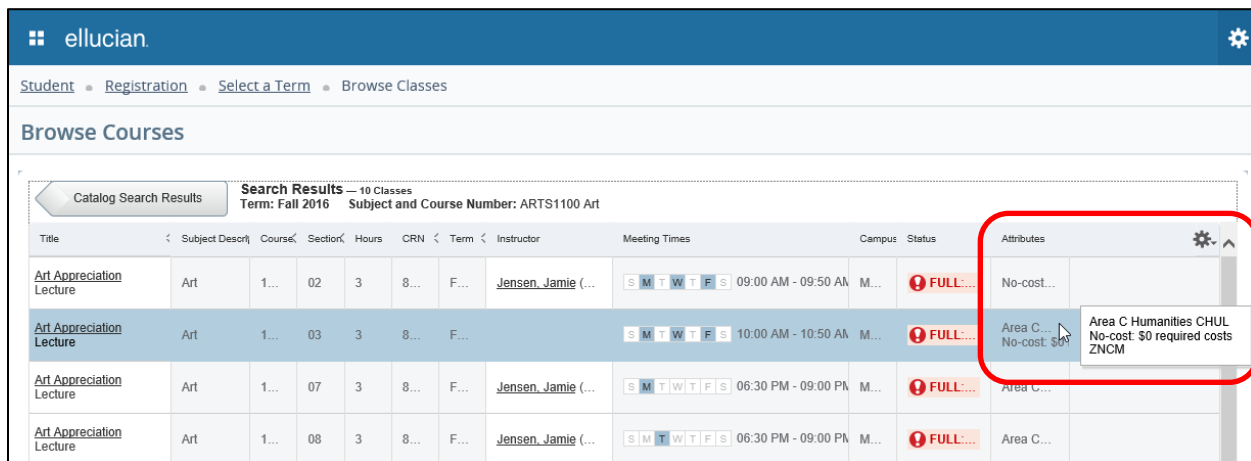
Keyword (Without The Word):

Attribute: Low-cost:\$40 or under req cost No-cost: \$0 required costs

You can add another

Search Clear Advanced Search

The Attributes field will be displayed in the search results if setup was completed on SOAWSCR for Page “30”. The full content of the field can be seen by placing the cursor over the field. The attribute description and code will be displayed.



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Student » Registration » Select a Term » Browse Classes

Browse Courses

Catalog Search Results Search Results — 10 Classes
Term: Fall 2016 Subject and Course Number: ARTS1100 Art

Title	Subject Descri	Course	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attributes
Art Appreciation Lecture	Art	1...	02	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 09:00 AM - 09:50 AM	M...	FULL...	No-cost...
Art Appreciation Lecture	Art	1...	03	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 10:00 AM - 10:50 AM	M...	FULL...	Area C... No-cost: \$0... Area C Humanities CHUL No-cost: \$0 required costs ZNCM
Art Appreciation Lecture	Art	1...	07	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 06:30 PM - 09:00 PM	M...	FULL...	Area C...
Art Appreciation Lecture	Art	1...	08	3	8...	F...	Jensen, Jamie (...)	S M T W T F S 06:30 PM - 09:00 PM	M...	FULL...	Area C...

The attributes for the class can also be accessed by clicking on the course title to activate the Class Details Popup. If setup was completed on SOAWSCR for Page “100,” the attribute description and code will be displayed if available for the course section on SSADETL. The message “No Attribute information available” will display if no attributes exist for this course.

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Student » Registration » Select a Term » Browse Classes

Browse Courses

Catalog Search Results Search R Term: Fall

Title	Subject	Description	Course
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	
Art Appreciation Lecture	Art	1...	

Class Details for Art Appreciation Art 1100 03

Term: 201608 | CRN: 80220

Attributes Area C Humanities CHUL
No-cost: \$0 required costs ZNCM

Bookstore Links

Course Description

Syllabus

Class Details

Restrictions

Instructor/Meeting Times

Enrollment/Waitlist

Corequisites

Prerequisites

Mutual Exclusion

Cross Listed Courses

Linked Sections

Fees

Catalog

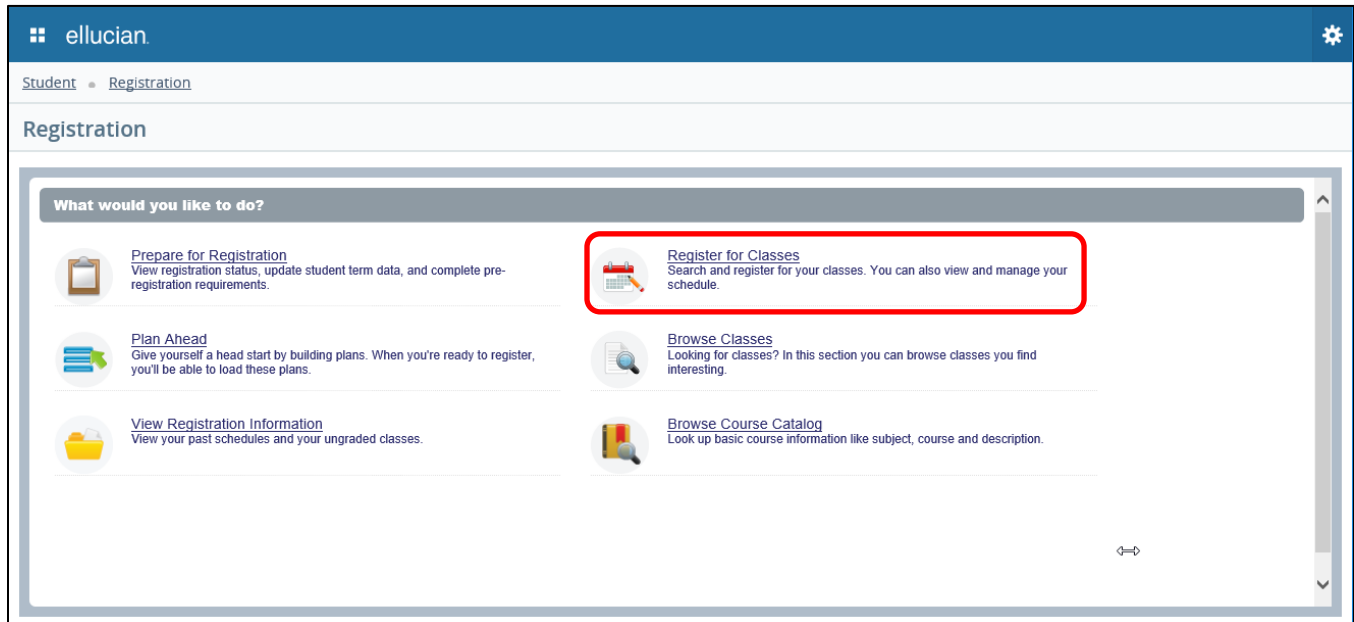
Close

Attributes
No-cost...
Area C... No-cost: \$0
Area C...
Area C...
Area C...
Area C...
Area C...
Area C...
Area C...
Area C...

24 3 8... F... 09:00 AM - 09:50 AM M... FULL...

Look up course during registration

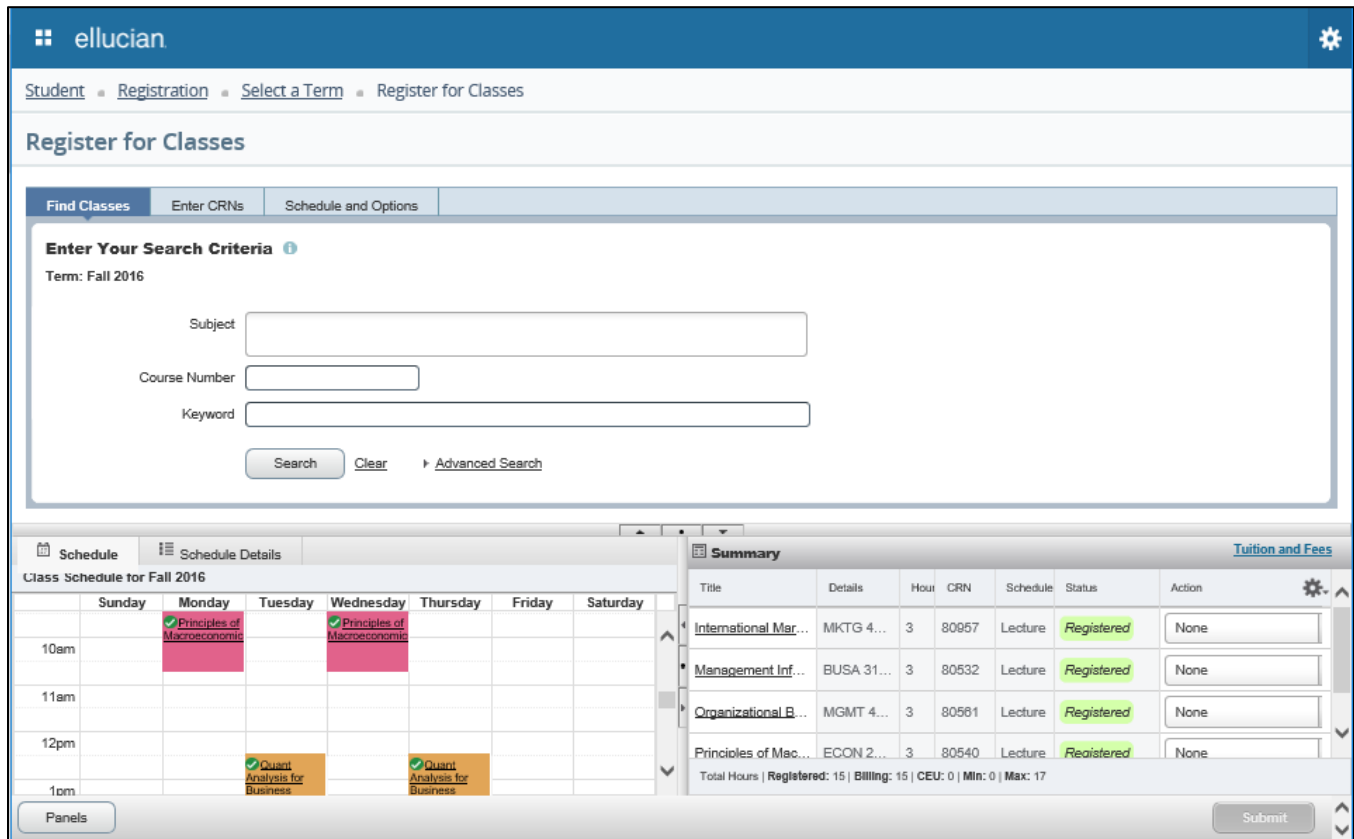
To search for a course during registration, log in to Application Navigator as a student and access Student Registration Self-Service from the menu. Click “Register for Classes.”



Select a term from the dropdown menu. Click Continue.



Use the course section search functionality on the Find Classes tab. This page defaults to a basic search for Subject, Course Number and Keyword. To see all possible search criteria, click on Advanced Search.



The Attributes field will be displayed in the search results if setup was completed on SOAWSCR for Page “30”. The full content of the field can be seen by placing the cursor over the field. The attribute description and code will be displayed.

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Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes | Enter CRNs | Schedule and Options

Search Results — 16 Classes
Term: Fall 2016 Subject: Art Search Again

Title	Subject	Desgr	Cours#	Section	Hours	CRN	Term	Instructor	Meeting Times	Campu	Status	Attributes
Art Appreciation Lecture	Art	1...	02	3	8...	F...		Jensen, Jamie...	S M T W T F S 09:00 AM - 09:50	M...	FULL Time Contact!	No-cos... Add
Art Appreciation Lecture	Art	1...	03	3	8...	F...			S M T W T F S 10:00 AM - 10:50	M...	FULL Time Contact!	Area C... No-cost: \$0 Area C Humanities CHUL No-cost: \$0 required costs ZNCM
Art Appreciation Lecture	Art	1...	07	3	8...	F...		Jensen, Jamie...	S M T W T F S 06:30 PM - 09:00	M...	FULL...	Area C... Add

Schedule | Schedule Details | Summary | Tuition and Fees

Class Schedule for Fall 2016

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10am		Principles of Macroeconomic		Principles of Macroeconomic			
11am							
12pm			Quant		Quant		

Summary

Title	Details	Hour	CRN	Schedule	Status	Action
International Mar...	MKTG 4...	3	80957	Lecture	Registered	None
Management Inf...	BUSA 31...	3	80532	Lecture	Registered	None
Organizational B...	MGMT 4...	3	80561	Lecture	Registered	None

Total Hours | Registered: 15 | Billing: 15 | CEU: 0 | Min: 0 | Max: 17

Submit

The attributes for the class can also be accessed by clicking on the course title to activate the Class Details Popup. If setup was completed on SOAWSCR for Page “100,” the attribute description and code will be displayed if available for the course section on SSADETL. The message “No Attribute information available” will display if no attributes exist for this course.

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Student | Registration | Select a

Register for Classes

Find Classes | Enter CRNs | Se

Search Results — 16 Classes
Term: Fall 2016 | Subject: Art

Title	Subject Desor	Co
Art Appreciation Lecture	Art	1..
Art Appreciation Lecture	Art	1..
Art Appreciation Lecture	Art	1..

Schedule | Schedule Details

Class Schedule for Fall 2016

	Sunday	Monday	Tuesda
10am		Principles of Macroeconomic	
11am			

Class Details for Art Appreciation Art 1100 03

Term: 201608 | CRN: 80220

Attributes Area C Humanities CHUL
No-cost: \$0 required costs ZNCM

Bookstore Links

Course Description

Syllabus

Class Details

Restrictions

Instructor/Meeting Times

Enrollment/Waitlist

Corequisites

Prerequisites

Mutual Exclusion

Cross Listed Courses

Linked Sections

Fees

Catalog

Close

Search Again

Attributes

No-cos... Add

Area C... No-cost: \$0 Add

Area C... Add

Tuition and Fees

Status	Action
Registered	None
Registered	None
Registered	None

Organizational B... MGMT 4... 3 80561 Lecture Registered None

Academic Data Collection References

Collection of No Cost and Low Cost Materials Course Attributes data

The Banner data related to No Cost and Low Cost Materials Course Attributes is collected for USG reporting purposes by the Academic Data Collection (ADC).

Refer to the ADC Data Element Dictionary (https://www.usg.edu/research/reporting_resources) for any changes to the reporting requirements, valid values, and potential errors that could be encountered during the ADC submission for the following data element:

- No-Cost and Low-Cost Materials Course Section Attribute (SEC026)

Appendix A: Cost Designators for Required Materials in USG Course Schedules:

The following document is posted on the Affordable Learning Georgia website:
<https://www.affordablelearninggeorgia.org/>



Cost Designators for Required Materials in USG Course Schedules

In Fall 2018, University System of Georgia (USG) institutions will be required to prominently designate sections of courses whose course materials exclusively consist of no-cost (open or free textbooks) or low-cost course materials at the point of registration. In Banner, USG institutions will use 2 designations for courses with:

- **No-cost: \$0 required costs**
- **Low-cost: \$40 or under required costs**

Banner Code	Descriptive Text
ZNCM	No-cost: \$0 required costs
ZLCM	Low-cost: \$40 or under required costs

Included in the cost caps are textbooks and other text-based materials, workbooks, lab manuals, online homework platforms, and codes or publisher-provided curricular materials for students.

Excluded from the cost caps are equipment (such as art supplies, calculators, or physical lab materials) and fees for test proctoring.

No-cost Designator

The No-cost designator is for use with courses that exclusively use course materials that are free of charge to students. These materials may include **open educational resources (OER)**, institutionally licensed campus library materials that all students enrolled in the course have access to use, and other materials that require no additional cost to students.

Open educational resources (OER) are high-quality teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license, such as a Creative Commons license, that permits their free use and repurposing by others, and may include other resources that are legally available and free of cost to students.

OER include, but are not limited to: full courses, course materials, modules, textbooks, faculty-created content, streaming videos, tests, software, and any other tools, materials, or techniques used to support access to knowledge.

Low-cost Designator

The Low-cost designator is for use with courses that require course materials which cost students a total of \$40 or less per course.

Optional costs should not be included in your calculation.

For example: you provide students with a link to a free, online version of your materials but give them the option to purchase materials in print or point them to an optional homework help platform. The cost of the optional materials should not be included in your calculation. However, if the print version or homework platform is required in your class, you should include that cost in your calculation.

Only identify courses that meet these cost-cap requirements (\$0 or \$40 or under).

By default, classes that do not meet one of these two cost caps will not be designated. Students will have the ability to search for courses that meet one of these two material cost caps in the schedule.

If a resource is used across multiple courses in a sequence, DO NOT base your calculation on the cost divided by those courses.

For example, a text that costs \$120 that is required for three sequenced courses DOES NOT meet the \$40 or under label requirement. Not all students take all courses in a series, students may take courses over time and may have to pay for edition changes, and students would have to pay the full cost up-front and could not budget for three even payments.

What cost should I use? What if materials are less expensive on Amazon, etc.?

To calculate your text-related costs for these designations, use the cost of new materials in your campus bookstore. While materials may be less expensive elsewhere, students using financial aid often must purchase materials from the bookstore, and while used prices might be lower, used purchasing can be complicated by limited supplies and edition changes. Contact your campus bookstore for help with bookstore pricing.

What if my text is available as an e-book through the library?

If your required text is available as a free-to-students e-book through the library, as long as you do not require the printed text in your class, your course can qualify for the \$0 cost designation. Students may assume they must purchase the printed text if you mark a library-provided textbook as required. Consider listing the text as “optional” on the

campus bookstore's site and messaging students about their choices before the term begins.

What if I do not require any texts or commercial materials for my class?

Your course CAN qualify for the \$0 designation if no commercial materials or texts are required. For the purposes of these cost designations, it does not matter if you are using instructor-created materials, open educational resources, activities, slides, websites, or library materials. Apply the question: does my course have any textbook or publisher-related costs? If the answer is no, the course meets the no-cost designation. If the answer is yes, but \$40 or less, the course meets the low-cost designation.

What if I am unsure about the cost of my materials?

Consult your bookstore for guidance. If you are still unsure about whether your course meets one of the two designations at the registration deadline, DO NOT ask your schedule-builder to designate your course as no-cost or low-cost materials.

When is this happening?

Our current target is to collect as much information about courses as possible to publish in the online schedule for Fall 2018. However, departments should begin working to develop processes to collect and track this information now. Changes to these designations CAN NOT be made after registration goes live.

What should I be doing?**Administration**

Raise awareness regarding this change within your institution, both for faculty reporting designations and for students registering for Fall 2018 courses through effective outreach channels.

Faculty

If your course meets one of the 2 designations, either contact the person who enters scheduling information for your department into Banner to notify them, or wait for your department chair to ask for this information. If your course does not meet one of these designations, you do not need to change anything.

Department Chairs and Deans

Work with your faculty and staff to develop processes to collect this information from faculty each term. Designate roles and responsibilities in this information collection process. Suggestions include using a shared form or spreadsheet to allow faculty to input their own information, therefore reducing the workload for all involved.

Schedule Entry Assistants and Staff:

Work with your faculty and chairs to develop processes to collect this information from faculty each term. Designate roles and responsibilities in this information collection process. Suggestions include using a shared form or spreadsheet to allow faculty to input their own information, therefore reducing the workload for all involved.

While we ask that you help to facilitate these processes to collect this information, **it is the responsibility of the faculty** to communicate these designations by the time the classes are to be built in Banner (or when registration begins, at the latest).

We hope you find this information helpful for your planning and implementation of required course material no-cost and low-cost designation codes.

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