Instructions for How to Read the Schedule of Classes

Now that you are familiar with some of the key terms, let’s look at how to read the schedule of classes. The best way to learn this is to be sitting in front of a computer and going through the steps while you are reading the instructions.

1) To find the class schedule, go to the opening page of the college website at www.sbcc.edu and click on “Classes offered” located towards the bottom center of the page.

2) Click on the current semester.

3) In the subject box, click on the subject that you are interested in taking. As an example, click on Spring 2011.

4) Click on English Composition

This page will show you all of the English classes offered this semester.

5) Scroll down to English 110.

For the remainder of this demonstration, please stay on this webpage. We will be looking at each column in the class schedule.

**Status**: The first column, “status” indicates if the class is open, closed or waitlisted. You are able to enroll online in classes that indicate an open status. Waitlisted means you may place yourself on a waitlist and if a space opens up, you will receive a Pipeline email indicating that you have 72 hours to enroll in this class. If a class is closed, you have the option of trying to “crash” when classes begin or keep checking the website to see if a space opens.

**I**: The next column “I” indicates the instructional method. English 110 is taught through a variety of instructional methods, some are taught partially online and partially on campus (CW), fully online (OL), or they have a connection to Gateway (G), or the MET program. In this example, let’s look at the 2nd Eng 110 course.

The instructional method for this class is CW.

To understand what CW is, simply click on the I, and scroll down to CW.

**CRN**: Next we have the “CRN” column. This is the course reference number (CRN) that you will need to know in order to register for a specific class. It is important to click on the CRN number to find out further information about the class.
Let’s do that now. Here you can see the course description, if it is transferable, if there are any prerequisites, co requisites, or skill advisories.

**Pre/Coreqs:** If you would like to just review the prerequisites and corequisites, you can click on the next column titled “Pre/Coreqs”.

**Units & Type:** In the next column is the number of units and the type of class it is, either lecture or lab. In this example, the class is 3 units and it is a lecture.

**Days & Times:** In the next column are the days and times the class meets. For example the first English 110 class meets Tuesdays and Thursdays from 3:55 p.m. to 5:15 pm.

**Building & Room:** The next column tells you the building and room # for that class.

If you are unsure of the location of where your class meets, simply click on the building and room # for a campus map.

**Capacity:** The next column refers to the maximum capacity for the class, the actual number of enrolled students, and the remaining spaces. The next 3 columns include waitlist information.

**Instructor:** The next column indicates the name of the instructor.

**Start/End Dates:** The last 2 columns show the start and end dates and total number of weeks of the class.

Be aware that some classes may begin later or end earlier in the semester.

Now you know how to read the schedule of classes and can start planning your first semester.