



Find Course Sections and Enroll in Classes

To enroll in courses

Find Course Sections and Register for Courses

1. Type in the Workday Search bar, “Find Course Sections” and then, click the **report link** to find course sections currently offered.
2. The Institution should say University of New Orleans. For “Start Date within” select “Semester Calendar” then click on the academic year you want to view, for example, 2024-2025. Once the academic year is open, select the semester you want, for example 2024 Fall. Under Academic Level select the level of the courses you want to see, Dual Enrollment, Undergraduate, Graduate, or Non Credit.

Find Course Sections ✕

Institution	*	<input type="text" value="x University of New Orleans ..."/>	☰
Start Date within	*	<input type="text" value="x 2024 Fall(08/19/2024-12/12/2024)"/>	☰
Academic Level	*	<input type="text" value="x Undergraduate"/>	☰
Campus Locations		<input type="text"/>	☰

Cancel
OK

3. Click **OK** to view an unfiltered list of course sections, or fill in any of the fields to filter the report:
 - a. Subject (e.g. English, Mathematics, Music, etc.)
 - b. Section Status (e.g. Open, Closed, Waitlisted, etc.)
 - c. Course Tags (e.g. Gen Ed Social Sciences, Gen Ed Humanities, etc.)
 - d. Instructional Format (e.g. Lecture, Lab, Independent Study, etc.)
 - e. Delivery Mode (e.g. In-Person, Online, Hybrid, etc.)
 - f. Meeting Days (e.g. MWF, TuThu, etc.)
 - g. Meeting Patterns (e.g. MWF 9:00-9:50, TuThu 11:00-12:15, etc.)
4. Once you have filtered to review the subject or courses you desire, click on the title of the course in Blue to open more information about the course.

[ECON 1330-P001 - Financial Literacy](#)
 Financial Literacy | Open | Kevin H Schiffman
 Section Details [University of New Orleans](#) | [Monday/Wednesday/Friday](#) | 8:00 AM - 8:50 AM



- If you wish to save the course while you look for others, click “Add to Saved Schedule.” If you are ready to register for your course, click “Register.”

View Course Section ECON 1330-P001 - Financial Literacy

Course	ECON 1330 - Financial Literacy	Instructional Formats	Lecture
Academic Period	2024 Fall	Course Tags	Core (Gen Ed) Course - Gen Ed Social Science
Status	Open	Delivery Mode	In-Person
Start/End Date	08/19/2024 - 12/12/2024	Enrolled/Capacity	8/80
Grading Basis	Audit Graded	Meeting Patterns	University of New Orleans Monday/Wednesday/Friday 8:00 AM - 8:50 AM
Units	3 Semester Units	Campus	University of New Orleans

Primary Instructor
Kevin H Schiffman

[Add to Saved Schedule](#) [Register](#)

- You can elect to register for the course immediately or add the course to your saved schedule so you can continue searching for other courses.
 - To register, Click the yellow “Register” button, or if you want to search for a different course, select “Cancel.” Other available sections of the course will also show here so if you want to enroll in a different section, simply hit the select box to make sure the one want is checked. (Advance to step 7).

Register for Course Section

Academic Period 2024 Fall

[Add Course](#)

ECON 1330 - Financial Literacy
3 Semester Units

Course Listing ECON 1330 - Financial Literacy

Description (Not open to students enrolled in the College of Business Administration who have completed 60 semester hours or more of university credit.) Survey course that covers basic issues of Financial Literacy: financial planning, financial statements and budgeting, insurance, taxes, cash management, consumer durables and housing, saving and investing.

Eligible

Lecture
2 Items

Select	Section	Eligible	Section Status	Start Date	End Date	Delivery Mode	Meeting Patterns	Instructor	Section Capacity	Seats Available	Wait List Capacity
<input checked="" type="checkbox"/>	ECON 1330-P001 - Financial Literacy	<input checked="" type="checkbox"/>	Open	08/19/2024	12/12/2024	In-Person	Monday/Wednesday/Friday 8:00 AM - 8:50 AM University of New Orleans	Kevin H Schiffman	80	72	10
<input type="checkbox"/>	ECON 1330-P002 - Financial Literacy	<input checked="" type="checkbox"/>	Open	08/19/2024	12/12/2024	In-Person	Tuesday/Thursday 2:00 PM - 3:15 PM University of New Orleans		166	158	10

Grading Basis Graded

Units 3

Unit Type Semester Units

[Register](#) [Cancel](#)

- To add to your saved schedule, click on Saved Schedules then “Create Student Registration Saved Schedule”

Add Course Section to Saved Schedule

Course ECON 1330 - Financial Literacy

Course Section ECON 1330-P001 - Financial Literacy

Saved Schedule * Search

- All
- Create Student Registration Saved Schedule



- Input a name for this saved schedule and click “Okay”

Create Student Registration Saved Schedule

Academic Period * 2024 Fall

Saved Schedule Name *

- Select “Choose Times” to pick the days/times of the courses.
- Review the sections available and check the box under select for the section you want then click “OK.”

ECON 1330 - Financial Literacy
3 Semester Units

Course Listing ECON 1330 - Financial Literacy

Description (Not open to students enrolled in the College of Business Administration who have completed 60 semester hours or more of university credit.) Survey course that covers basic issues of Financial Literacy: financial planning, financial statements and budgeting, insurance, taxes, cash management, consumer durables and housing, saving and investing.

Units 3 Semester Units

Lecture

Select	Section	Eligible	Section Status	Start Date	End Date	Delivery Mode	Meeting Patterns	Instructor	Section Capacity	Seats Available	Wait List Capacity
<input checked="" type="checkbox"/>	ECON 1330-P001 - Financial Literacy	<input checked="" type="checkbox"/>	Open	08/19/2024	12/12/2024	In-Person	Monday/Wednesday/Friday 8:00 AM - 8:50 AM University of New Orleans	Kevin H Schiffman	80	72	10
<input type="checkbox"/>	ECON 1330-P002 - Financial Literacy	<input checked="" type="checkbox"/>	Open	08/19/2024	12/12/2024	In-Person	Tuesday/Thursday 2:00 PM - 3:15 PM University of New Orleans		166	159	10

Grading Basis Graded
Units 3
Unit Type Semester Units

- Click on “Add Course Sections” to search for other courses to add to your saved schedule. Repeat these steps until you have added all courses. When you have added all courses, click “Start Registration.”

Academic Period 2024 Fall

Saved Schedule Name Fall 2024 Schedule ENGR 4.8.24

Courses 1 item

Course	Grading Basis	Units	Section	Se
ECON 1330 - Financial Literacy	Graded	3	ECON 1330-P001 - Financial Literacy	01



- You will be able to confirm each section you desire for each class. Simply click thru each of the courses added to review the days and times then click “Register.”

+ Add Course

Click here to sort

- ECON 1330 - Financial Literacy
3 Semester Units
- MUS 1000 - Music Appreciation
3 Semester Units

Course Listing ECON 1330 - Financial Literacy

Description (Not open to students enrolled in the College of Business: ning, financial statements and budgeting, insurance, tax

Eligible

Lecture

2 items

Select	Section	Eligible	Section Status
<input checked="" type="checkbox"/>	ECON 1330-P001 - Financial Literacy	<input checked="" type="checkbox"/>	Open
<input type="checkbox"/>	ECON 1330-P002 - Financial Literacy	<input checked="" type="checkbox"/>	Open

Grading Basis * Graded

Units 3

Register
Cancel

7. If registration is successful it will show a blue check with your successful registrations

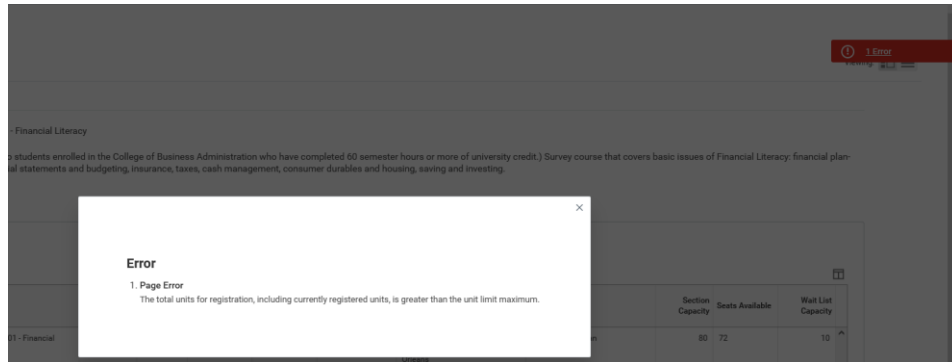


Successful Registrations

Registered Courses 1 item



- If there is an error on registration, a red error message will pop up in the upper right corner. Click to open to message and a message will display about why the registration was unsuccessful.



Dropping a Course

- Type in the Workday Search bar, “View My Courses” and then, click the **report link** to find courses you are enrolled in.
- To Drop or Swap a course, click the drop or swap button to the right of the course you wish to drop.

2024 Fall

Calendar View Edit Registration

My Enrolled Courses 7 items

	Course Listing	Units	Grading Basis	Section	Instructional Format	Delivery Mode	Meeting Patterns	Registration Status	Instructor	Start Date	End Date	
Q	ENEE 2550 - Circuits I	3	Graded	ENEE 2550-H002 - Circuits I	Lecture	Hybrid	Tuesday/Thursday 2:00 PM - 3:15 PM University of New Orleans	Registered	Kim D. Jovanovich	08/19/2024	12/12/2024	Drop Swap
Q	ENME 1781 - Computer Aided Engr Graphics	3	Graded	ENME 1781-P001 - Computer Aided Engr Graphics	Combination	In Person	08/19/2024 - 12/12/2024 Tuesday/Thursday 5:00 PM - 7:15 PM University of New Orleans	Registered		08/19/2024	12/12/2024	Drop Swap
Q	MATH 2134 - Calculus III	4	Graded	MATH 2134-0001 - Calculus III	Lecture	Online	University of New Orleans	Registered	Cory Christopher Dumesnil	08/19/2024	12/12/2024	Drop Swap
Q	PHYS 1061 - Physics Sci Engr I	3	Graded	PHYS 1061-P001 - Physics Sci Engr I	Lecture	In Person	Monday/Wednesday/Friday 9:00 AM - 9:50 AM University of New Orleans	Registered	Charles G Seab	08/19/2024	12/12/2024	Drop Swap
Q	CHEM 1017 - General Chemistry I	3	Graded	CHEM 1017-W001 - General Chemistry I	Lecture	Online	Monday/Wednesday 5:00 PM - 6:15 PM University of New Orleans	Registered	Henry F Hawk Jr.	08/19/2024	12/12/2024	Drop Swap
Q	PHYS 1063 - Physics Lab for Science & Engr	1	Graded	PHYS 1063-P001 - Physics Lab for Science & Engr	Laboratory	In Person	08/19/2024 - 12/12/2024 Monday 1:00 PM - 2:50 PM University of New Orleans	Registered	Kendal McCain Letwisch	08/19/2024	12/12/2024	Drop Swap
Q	UNIV 1003 - Academic Success	1	Graded	UNIV 1003-W005 - Academic Success	Seminar	Online	08/19/2024 - 12/12/2024 Tuesday 11:00 AM - 11:50 AM University of New Orleans	Registered		08/19/2024	12/12/2024	Drop Swap

- To Drop a Course, Review the information to ensure you’ve selected the correct class and check the “Confirm” box then click “OK.”



4. If the drop was successful, you will receive a confirmation message:

Drop Student Course Registration

The task was completed successfully.

5. If the drop was unsuccessful, a red error message will populate in the upper right corner. Click on it to open the full message and review.