Book Bags and Registration

Log into Duke Hub at DukeHub.duke.edu

Click on Student Home

| Duke Course Catalog | Welcome to DukeHub I | |
|---------------------|---|--------------|
| Duke Course Catalog | | Student home |
| | This page allows all members of the Duke Community to access the student information system from a single location. For Students, Faculty and Advisory your access has been transformed to allow for a closery, note modern lock and for We have | |
| buke Class Schedule | students, racing and Advisors, your access has been transformed to allow for a cleaner, more modern look and reel, we hope that you enjoy your experience. | Faculty Home |
| | | Advisor Home |
| Sakai | Before you Begin For an optimal experience, please do the following two things: | |
| | Clear your browser cache/cookies. Once logged in, please turn off any pop-up blockers you may have. | Staff Home |
| | | |
| | DukeHub FAQ For more information about the new DukeHub please take a look at our FAQ information. | |
| | Feedback | |
| | If you wish to give feedback about the new experience, please use the Feedback button located at the bottom of most pages. | |

From Home Page, click on Registration

| | | | | HOME REG | STRATION A | ACADEMICS BURSA | R FINANCIAL AID | PLANNING | FORMS & REQUES |
|--|-------------------|---------------------------------|----------------------------|-----------------------|---------------|---------------------|----------------------------|----------|----------------|
| Data | displayed by terr | m is based on: 201 | 16 Fall Term | | | Change Default Term | | | |
| Student S | chedule | | | | | | | | |
| | | | | | | | | | |
| Studen | t Weekly Schedule | Student Class Scheo | dule | | | | | | |
| Studen O tod | t Weekly Schedule | Student Class Sched | dule Aug 14 | — 20, 201 | 6 | | month week day | | |
| Studen O tod | t Weekly Schedule | Student Class Scher | dule Aug 14 Tue 8/16 | — 20, 201 Wed 8/17 | 6 Thu 8/18 | Fri 8/19 | month week day Sat 8/20 | | |
| Studen O too all-day | t Weekly Schedule | Student Class Scher Mon 8/15 | Aug 14 | — 20, 201 Wed 8/17 | 6 Thu 8/18 | Fri 8/19 | month week day Sat 8/20 | | |
| Studen O tod all-day 8am | t Weekly Schedule | Student Class Scheo Mon 8/15 | dule Aug 14 Tue 8/15 | — 20, 201 Wed 8/17 | 6 Thu 8/18 | Fri 8/19 | month week day Sat 8/20 | | |
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| Studen tod all-day 8am 9am 10am | t Weekly Schedule | Student Class Schee Mon 8/15 | dule Aug 14 Tue 8/16 | | 6 Thu 8/18 | Fri 8/19 | month week day | | |

The Registration Page, displays Key Registration Dates, Courses Currently Scheduled.

| ID : | DU | KE UNIQUE : | | | | |
|-----------------|--|---|---|------------------------------------|------------------------|--------------------------------|
| | | | | | | |
| . • | Undergraduate | 2016 Fall Terr | m 🖌 You | are ready to e | nroll in cla | asses |
| o 🕶 Enroll | Undergraduate | Book Bag | | | | |
| | For 2016 Fall Ter Book bagging clo | rm, Session , you n oses on 2016-09-09 | nay begin book ba 9 at 11:59PM. | agging on 2016 | 6-03-28 a | t 12:00AM. |
| | Undergraduate | Enrollment Wind | low | | | |
| ie ne iur | For 2016 Fall Ter are your specific enroll . | rm, your enrollment windows and the n | t window begins o umber of units/cre | n 2016-04-08 a edits in which y | at 07:00A ou are el | M. Below igible to |
| | Start Date | Start Time | End Date | End Time | e F | T Units |
| | 2016-04-08 | 07:00AM | 2016-04-15 | 11:59PM | 4 | .5 |
| | 2016-04-16 | 12:00AM | 2016-09-09 | 11:59PM | 5 | .5 |
| | Courses enroll | ed for the term se | elected: | | | |
| | Course | Description | Instructor | Mtg Days/Times | Class Dates | Room |
| | BIOLOGY 201L - 001 (8094) | MOLECULAR BIOLOGY (LEC) | Multiple | MWF - 10:05AM to 11:20AM | 08/29 to 12/09 | Biological Sciences 111 |
| | BIOLOGY 201L - 06L (8100) | MOLECULAR BIOLOGY (LAB) | Hill,Alison | T - 12:00PM to 02:30PM | 08/29 to 12/09 | Biological Sciences 0039 |
| | A ISS 240L - 001 (5796) | WEB-BASED MULTIMEDIA COMMUNIC | Salvatella De Prada,Raquel | M - 01:25PM to 02:40PM | 08/29 to 12/09 | Physics 128 |
| | | | | | | |

Change The Search Term

During the academic year, you will need to change the search term to spring, fall and summer of that year. You can

| Registration Summary | |
|------------------------------|--------------------|
| Class Search: 2016 Fall Term | CHANGE SEARCH TERM |

You select a new term, Click Save, then Refresh. The new term will appear



In addition, on the left-hand side of the Registraiton Page, there are several links. Clicking on blue banner text, activates the hyperlink text below.

Advanced Class Search

This allows you to filter for classes by day(s) of week, time, instructor, subject, curriculum codes, key words, etc. If Bookbagging is open for the term, you can add a course from this search to your book bag

In this example, a student is search for graduate Chemistry Courses that are still open, that are offered after 10:00AM

| vistration | 0 * | Search for Classe | s |
|--|-----------------------|---|--|
| istration | 0 0 - | Enter Search Crit | eria |
| equest Summer | /Winter Enroll | | |
| | | Search for Classes | |
| If you plan to take o | courses in the | Institution | Duke University 👻 |
| either Summer Terr | n, or for some | Term | 2016 Fall Term 👻 |
| areers the vvinter age to indicated y | rour intent. | Select at least 2 search | criteria. Select Search to view your search results. |
| nartment Listin | ias | ♥ Class Search | X |
| | 90 | Subject | select subject CHEM Chemistry |
| vanced Class S | Search | Course Number | is exactly 👻 |
| | | Course Career | DKU - Graduate 👻 |
| nter specific sear | ch criteria like | | 🕨 🗹 Show Open Classes Only |
| date, time, attribute | e to narrow the | | |
| number of classes | that meet your | Additional Search Crit | ieria 💊 |
| needs | | Meeting Start Time | greater than 🗕 👻 10:00AM |
| | | Meeting End Time | less than or equal to 👻 |
| ss Search | | Days of Week | include only these days 👻 |
| | | | Mon 🔲 Tues 🔲 Wed 🔲 Thurs 💭 Fri 🛄 Sat 💭 Sun |
| Search by subject | for available | Instructor Last | begins with 🔻 |
| classes | | Name | |
| | | Course Keyword | |
| rollment Book I | Bag | Minimum Units | greater than or equal to 👻 |
| | | Mode of Instruction | |
| - dit delete organi: | ze classes in | Location | |
| our book bag | | Class Nbr | |
| | | | |
| | | Course Attributes | |
| | | Course attributes are (i.e. Areas of Knowled lab, special topics). Cl for which you wish to s search for all values o | features assigned to a course, including Curriculum Codes ge and Modes of Inquiry) and type of course (seminar, hoose the course attribute(3), and then the specific value, rearch. Classes selected will meet all criteria. If you wish to f a given attribute leave the value section blank. |
| | | Course Attribute | - |
| | | Value | _ |
| | | | |
| ass Search | | ♥ Course Attributes | |
| Search by subject | for available | Course attributes are (i.e. Areas of Knowled lab, special topics). C for which you wish to search for all values of | features assigned to a course, including Curriculum Codes Jap and Modes of Inquiry) and type of course (seminar, hoose the course attribute(s), and than the specific value, search. Classes selected will meet all criteria. If you wish to of a given attribute leave the value section blank. |
| 6183363 | | Course Attribute | • |
| 000000 | | Value | · · · · · |
| roliment Book I | Bag | | |
| rollment Book I | Bag | Course Attribute | ▼ |
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Students can add a class to Book Bag from the Advance Search results

| Sea | rch Res | sults | | | | | |
|---|--|---|---|--|---|----------------------------|------------------|
| uke | University | 2016 Fall Term | | | | | |
| My C | lass Sched | ule sh | ow all Book | kbaq | showa | all | |
| BIOL | .OGY 201L | MWF 10:05AM - 11:20/ Biological Sciences 111 | AM CHE | M 517 TuTh 10 French S | :05AM - 11:20AM Science 2237 | | |
| The f | following cla | asses match your searc | h criteria Course | Subject: Chemistry | , Course Career: | | |
| Grad | uate, Sho | w Open Classes Only: N | lo, Meeting Sta | rt Time greater than | 10:00AM | | |
| ~ | CHEM ! | 517 has been added | to your Book | Bag. 🔶 | | | |
| | | | 0 | Classed | A 10/2 16 1 1 2 4 | | |
| | | | Open | Closed | A wait List | | |
| | | | | | | | |
| | | | NEW | SEARCH | MODIFY SEARCH | | |
| 1 | | formed | NEW | SEARCH | MODIFY SEARCH | | |
| lass | section(s) | found lecules in Life and Dise | NEW | SEARCH | MODIFY SEARCH | | |
| lass CHE | section(s) M 517 - Mo | found lecules in Life and Dise | NEW | SEARCH | MODIFY SEARCH | | |
| CHE | section(s) M 517 - Mo Section | found lecules in Life and Diser Days & Times Turb 10:0584 | NEW | SEARCH Instructor | MODIFY SEARCH | Statu | relat |
| CHE Class | section(s) M 517 - Mo Section <u>01-LEC</u> Regular | found lecules in Life and Diser Days & Times TuTh 10:05AM - 11:20AM | NEW ase Room French Science 2237 | SEARCH Instructor Emily Derbyshire | MODIFY SEARCH Meeting Dates 08/29/2016 - 12/02/2016 | Statu | select |
| CHE | section(s) M 517 - Mo Section <u>01-LEC Regular</u> M 521 - Ind | found lecules in Life and Dise: Days & Times TuTh 10:05AM - 11:20AM organic Chemistry | NEW Room French Science 2237 | SEARCH Instructor Emily Derbyshire | MODIFY SEARCH Meeting Dates 08/29/2016 - 12/02/2016 | Statu | select |
| Class | section(s) M 517 - Mo Section 01-LEC Requiar M 521 - Ind Section | found lecules in Life and Dise: Days & Times TuTh 10:05AM - 11:20AM organic Chemistry Days & Times | NEW Room French Science 2237 | SEARCH Instructor Emily Derbyshire | MODIFY SEARCH Meeting Dates 08/29/2016 - 12/02/2016 | Status | select |
| CHE Class CHE Class CHE Class CHE Class | section(s) M 517 - Mo Section 01-LEC Regular M 521 - Into Section 01-LEC Regular | found lecules in Life and Dise: Days & Times TuTh 10:05AM - 11:20AM organic Chemistry Days & Times MoWeFr 10:20AM - 11:10AM | NEW ASE Room French Science 2237 Room French Science 2237 | SEARCH Instructor Emily Derbyshire Instructor Michael J Therien | MODIFY SEARCH Meeting Dates 08/29/2016 - 12/02/2016 Meeting Dates 08/29/2016 - 12/02/2016 - | Status O Status | select |
| CHE CHE Class 5155 CHE CHE CHE | section(s) M 517 - Mo Section <u>01-LEC</u> Regular M 521 - Ind Section <u>01-LEC</u> Regular M 531 - Ord | found lecules in Life and Dise: Days & Times TuTh 10:05AM - 11:20AM organic Chemistry Days & Times MoWeFr 10:20AM - 11:10AM ganic Chemistry | NEW Asse Room French Science 2237 Room French Science 2237 | SEARCH Instructor Emily Derbyshire Instructor Michael J Therien | MODIFY SEARCH Meeting Dates 08/29/2016 - 12/02/2016 Meeting Dates 08/29/2016 - 12/02/2016 | Statu Status | select select |
| class CHE Class 5155 CHE Class 5156 CHE Class | section(s) M 517 - Mo Section 01-LEC Requiar M 521 - Ind Section 01-LEC Requiar M 531 - Ord Section | found lecules in Life and Diser Days & Times TuTh 10:05AM - 11:20AM arganic Chemistry Days & Times MoWeFr 10:20AM - 11:10AM ganic Chemistry Days & Times | NEW Room French Science 2237 Room French Science 2237 | SEARCH Instructor Emily Derbyshire Instructor Michael J Therien | MODIFY SEARCH Meeting Dates 08/29/2016 - 12/02/2016 Meeting Dates 08/29/2016 - 12/02/2016 | Status Status Status | select select |
| Class CHE Class 5155 CHE Class 5156 CHE Class 5157 | section(s) M 517 - Mo Section 01-LEC Regular M 521 - Ind Section 01-LEC Regular M 531 - Ord Section 01-LEC Regular | found lecules in Life and Dise: Days & Times TuTh 10:05AM - 11:20AM organic Chemistry Days & Times MoWeFr 10:20AM - 11:10AM ganic Chemistry Days & Times MoWeFr 12:00PM - 12:50PM | NEW Assessment Room French Science 2237 Room French Science 2237 Room French Science 2237 | SEARCH Instructor Emily Derbyshire Instructor Michael J Therien Ross Widenhoefer | MODIFY SEARCH Meeting Dates 08/29/2016 - 12/02/2016 Meeting Dates 08/29/2016 - 12/02/2016 08/29/2016 - 12/02/2016 - 12/02/2016 - | Status Status Status | select select |

Class Search

This search allows you to search just by subject only . If Book Bags are open for a term, students can add a course to their Book Bag.



Book Bags

Book Bags are like a shopping cart of classes. You can enter in classes that you are interested in enrolling in for a term.

Click on Edit, delete, organize classes in your book bag.

NOTE: For directions on how to use Schedule Builder, navigate here: http://sissoffice.duke.edu/docs/Schedule%20Builder%20User%20Guide.pdf

| Registration | | | | | | | | | | | | | | | | |
|---|---|----------------------------|-------------------------------|--------------------------------|------------------------------------|------------------------------------|---------------------|-------------|--------------------------|----------|-----------------------|-------------------------|----------------------|-------|--------------|-------------|
| Registration O ov | | | | | | | | | | | | | | | | |
| Request Summer/Winter Enroll | | | | | | | | | | | | | | | | |
| If you plan to take courses in the | Registration | | | | | | | | | | | | | | | |
| either Summer Term, or for some careers the Winter Term, use this | Book Bag/Enroll in | ı Cla | sses | | | | | | | | | | | | | |
| page to indicated your intent. | Use the Shopping Cart Select Validate to have | to tem the sy | porarily stem ch | save classes eck for possib | until it is time to a | enroll for this t to enrolling. | term. | | | | | | | | | |
| Department Listings | (j) | | | | | | | | | | | | | | | |
| Advanced Class Search | The Schedule Bui to disable the po launch the Sched | lder h p-up b ule Bu | elps yo olocker uilder. | u plan your of your inte | class schedule. rnet browser to | You may n successfull | veed v | | | | | | | | | |
| Enter specific search criteria like | | | | | | | | | | | | | | | | |
| date, time, attribute to narrow the number of classes that meet your | 2016 Fall Term Undergrad | luate | Duke Ur | niversity | la | unch schedule | builder | | | | | | | | | |
| needs | | | | Oper | n Close | ed 🔺 Wai | it List | | | | | | | | | |
| Class Search | Add to Bag: | 2016 | Fall Terr | n Bookbag | | | | | | | | | | | | |
| Search by subject for available | Enter Class Nbr | Select | Delete | Class | Description | Days/Times | Room | Instructor | Textbook Info | Synopsis | Course Eval | Permission Required? | Permission Number | Units | Enrl/ Cap | Status |
| classes | Eind Classes | | | CHEM | MOLECULES IN | TuTh | French | Е. | Listed as | | | | | | | |
| Enrollment Book Bag | Class Search | | | <u>517-01</u> (5155) | LIFE AND DISEASE | 10:05AM - 11:20AM | Science 2237 | Derbyshire | No Text Required | | | No* | Add | 4.00 | 10 25 | • |
| | My Planner | | _ | ITALIAN | INTERMEDIATE | MWE 1-40PM | Social | | <u>View</u> Textbook | | Course | | | | | |
| your book bag | Go to Class Schedule | | U | <u>203-04</u> (7489) | ITALIAN | - 2:40PM | Sciences | A. Scapolo | Store | | Eval | No* | Add | 1.00 | 15 15 | #0 |
| | | | | THEATPET | | | | | No | | | | | | | |
| | | V | Î | 242-01 | IMPROVISATION | TuTh 1:25PM - 2:40PM | Branson Hall 100 | J. O'Berski | information available | Synopsis | <u>Course</u> Eval | No* | Add | 1.00 | 32 25 | #10 |
| | | | | (2988) | | | | | at this time | | | | | | | |
| | | f | for | vie | ew in graphic sche | dule valida | te go to e | nroll page | | | | | | | | |

If you know the number of class you can enter it in.

Add the class number and click on enter.

| Add to Bar | 2016 8 | all Term | Bookbag | | | | | | | | | | | | |
|--------------------------|---------|-----------|-------------------|---------------|------------------------|--------------------|------------|----------------------------------|----------|------------------------------|-------------------------|----------------------|-------|--------------|---------|
| Enter Clan Nbr | Select | Delete | Class | Description | Days/Times | Room | Instructor | Textbook Info | Synopsis | Course Eval | Permission Required? | Permission Number | Units | Enrl/ Cap | Status |
| Find Classes Add a class | using c | lass numi | CHEM ber -01 | MOLECULES IN | TuTh 10:05AM - | French Science | Е. | Listed as No Text | | | No* | Add | 4.00 | 10 25 | |
| Class Search | | | (5155) | DISEASE | 11:20AM | 2237 | Derbyshire | Required | | | | | | | |
| My Planner | | Û | ITALIAN 203-04 | INTER MEDIATE | MWF 1:40PM - 2:40PM | Social Sciences | A. Scapolo | <u>View</u> Textbook Store | | <u>Course</u> <u>Eval</u> | No* | Add | 1.00 | 15 15 | ▲ #0 |
| Go to Class Schedule | | | (7483) | | | 119 | | Listing | | | | | | | |

The class will display. Add to Book Bag

| Regis | tration | | | | | | | |
|----------|----------------------|--------------------------|-----------------------|---------|-------|-------------|--------|----------------------------|
| 1. Sel | ect classe | s to add - En | rollmen | t Pre | fere | ences | | |
| 2016 Fa | ll Term Und | ergraduate Duke | University | | | | | |
| CHEM | 531 - ORG/ | NIC CHEMISTR | Y | | | | | |
| Class Pr | eferences | | | | | | | |
| CHEM 5 | 31-01 | Lecture Ope | n Wai | t List | | 🗹 Wait list | if cla | ass is full |
| Session | Regular | Academic Session | Per | nission | Nbr | | | |
| Career | Graduate | | Grad | ling | | Graded | | |
| Enrollme | nt Informati | on | Unit | s | | 4.00 | | |
| • | Graduate/pro only | fessional students | | | | | | |
| | | | | | | CANCEL | AD | TO BOOKBAG |
| Section | Component | Days & Times | Room | | I | nstructor | | Start/End Date |
| 01 | Lecture | MWF 12:00PM - 12:50PM | French Science 223 | 7 Ros | ss Wi | idenhoefer | | 08/29/2016 - 12/02/2016 |

Add by Class Search

| | | | - opu | | | ne salare | | | | | | | | | |
|-----------------|--------|--------|--------|--------------|------------|-----------|------------|------------------|----------|----------------|-------------------------|----------------------|-------|--------------|--------|
| | | | | | | | | | | | | | | | |
| Add to Bag: | | | | | | | | | | | | | | | |
| Enter Class Nbr | Select | Delete | Class | Description | Days/Times | Room | Instructor | Textbook Info | Synopsis | Course Eval | Permission Required? | Permission Number | Units | Enrl/ Cap | Status |
| Find Classes | | î | CHEM | MOLECULES IN | TuTh | French | Е. | Listed as | | | N - 8 | | | 10/05 | |
| Class Search | | | (5155) | DISEASE | 11:20AM | 2237 | Derbyshire | Required | | | NO. | Add | 4.00 | 10/25 | |
| 🔿 My Planner | | | CHEM | ORGANIC | MWF | French | P | No | | | | | | | |

You can search by subject and select a class



Information in the Book Bag

| 2016 Fall Term Undergra | duate | Duke Un | iversity | la | unch schedule | builder | | | | | | | | | | | |
|--|--------|-----------|-------------------------------------|-------------------------------------|------------------------------|---------------------------|-------------------|------------------|--|---------------|------------------------------|-------------------|-------------------------|----------------------|-------|--------------|----------|
| | | | Ope | en Clos | ed 🔺 🗛 | it List | | | | | | | | | | | |
| Add to Bag: | 2016 | Fall Tern | n Bookbag | _ | 1 | | | | | | | | | | | | |
| Enter Class Nbr | Select | Delete | Class | :ription | Days/Times | Room | Instructor | Cross Listing | Textbook Info | Synopsis | Course Eval | Prereqs Exist? | Permission Required? | Permission Number | Units | Enrl/ Cap | Status |
| Find Classes © Class Search © My Planner | | Î | AAAS 895-01 (10095) | ST-YEAR | MF 8:30AM - 9:45AM | Allen 229 | J. Ewald | | No information available at this time | | | Yes | No* | Add | 1.00 | 0 15 | • |
| search | | Î | <u>CHEM</u> 517-01 (5155) | MOLECULES IN LIFE AND DISEASE | TuTh 10:05AM - 11:20AM | French Science 2237 | E. Derbyshire | | Listed as No Text Required | | | 3 | No* | Add | 4.00 | 10 25 | • |
| | V | Û | <u>CHEM</u> 531-01 (5157) | ORGANIC CHEMISTRY | MWF 12:00PM - 12:50PM | French Science 2237 | R. Widenhoefer | | No information available at this time | | | | No* | Add | 4.00 | 5 25 | • |
| | | Î | <u>CHEM</u> 542-01 (5159) | QUANTUM MECHANICS | TuTh 10:05AM - 11:20AM | Gross Hall 105 | W. Yang | | View Textbook Store Listing | 6 | | | No* | Add | 4.00 | 13 15 | • |
| | | Î | <u>ITALIAN</u> 203-04 (7489) | INTER MEDIATE ITALIAN | MWF 1:40PM - 2:40PM | Social Sciences 119 | A. Scapolo | | <u>View</u> <u>Textbook</u> <u>Store</u> <u>Listing</u> | | <u>Course</u> <u>Eval</u> | | No* | Add | 1.00 | 15 15 | ^ |
| | | Î | <u>THEATRST</u> 242-01 (2988) | IMPROVISATION | TuTh 1:25PM - 2:40PM | Branson Hall 100 | J. O'Berski | | No information available at this time | 8 Synopsis | <u>Course</u> <u>Eval</u> | 7 | No* | Add | 1.00 | 32 25 | #10 |

- 1. Link to more class information
- 2. Notes if course is crosslisted
- 3. Notes if the course has prerequisites
- 4. Number next to yellow waitlist symbol notes number of students currently on waitlist
- 5. If a course needs a permission number you can add here
- 6. Gives information about textbooks if available
- 7. If course has student evaluation information, a link is provided
- 8. If course has a synopsis, there is a link

Validation

Once a class has been added to your Book Bag, you can Validate the Class. It will tell you if there are prerequisites, if a class has permission or if a class conflicts with a class you already have in your schedule

Select a class or classes you want to validate, then click on validate

| | | | Ope | n 🗖 Clos | ed 🔺 Wa | it List | | | | | | | | | |
|--|--------|-----------------|---------------------------------|-------------------------------------|------------------------------|---------------------------|-------------------|--|----------|------------------------------|-------------------------|----------------------|-------|--------------|----------|
| Add to Bag: | 2016 | Fall Tern | 1 Bookbag | | | | | | | | | | | | |
| Enter Class Nbr | Select | Delete | Class | Description | Days/Times | Room | Instructor | Textbook Info | Synopsis | Course Eval | Permission Required? | Permission Number | Units | Enrl/ Cap | Status |
| Find Classes | | Û | <u>CHEM</u> 517-01 (5155) | MOLECULES IN LIFE AND DISEASE | TuTh 10:05AM - 11:20AM | French Science 2237 | E. Derbyshire | Listed as No Text Required | | | No* | Add | 4.00 | 10 25 | • |
| My Planner search Go to Class Schedule | V | Î | <u>CHEM</u> 531-01 (5157) | ORGANIC CHEMISTRY | MWF 12:00PM - 12:50PM | French Science 2237 | R. Widenhoefer | No information available at this time | | | No* | Add | 4.00 | 5 25 | • |
| | | Û | ITALIAN 203-04 (7489) | INTER MEDIATE ITALIAN | MWF 1:40PM - 2:40PM | Social Sciences 119 | A. Scapolo | View Textbook Store Listing | | <u>Course</u> <u>Eval</u> | No* | Add | 1.00 | 15 15 | ▲ #0 |
| | | Î | THEATRST 242-01 (2988) | IMPROVISATION | TuTh 1:25PM - 2:40PM | Branson Hall 100 | J. O'Berski | No information available at this time | Synopsis | <u>Course</u> <u>Eval</u> | No* | Add | 1.00 | 32 25 | ▲ #10 |
| | f | or elected : | vi | ew in graphic sch | edule valida | ate go to | enroll page | | | | | | | | |

This class does have a time conflict.



Enrolling in Classes

Once a student's enrollment window opens, they will see a Go To Enrollment Page at the bottom of their Book Bag.

| | | | Ope | n Clos | ed 🔺 🔺 Wa | it List | | | | | | | | | | | |
|--|----------|------------------|-------------------------------------|-------------------------------------|------------------------------|---------------------------|-------------------|------------------|--|-----------------|------------------------------|-------------------|-------------------------|----------------------|-------|--------------|----------|
| Add to Bag: | 2016 | Fall Terr | n Bookbag | | | | | | | | | | | | | | |
| Enter Class Nbr | Select | Delete | Class | Description | Days/Times | Room | Instructor | Cross Listing | Textbook Info | Synopsis | Course Eval | Prereqs Exist? | Permission Required? | Permission Number | Units | Enrl/ Cap | Status |
| Find Classes © Class Search © My Planner | ~ | Î | AAAS 895-01 (10095) | FIRST-YEAR SEMINAR (TOP) | MF 8:30AM - 9:45AM | Allen 229 | J. Ewald | a | No information available at this time | | | <u>Yes</u> | No* | Add | 1.00 | 0 15 | • |
| search Go to Class Schedule | | Î | <u>CHEM</u> 517-01 (5155) | MOLECULES IN LIFE AND DISEASE | TuTh 10:05AM - 11:20AM | French Science 2237 | E. Derbyshire | | Listed as No Text Required | | | | No* | <u>Add</u> | 4.00 | 10 25 | • |
| | V | Î | <u>CHEM</u> 531-01 (5157) | ORGANIC CHEMISTRY | MWF 12:00PM - 12:50PM | French Science 2237 | R. Widenhoefer | | No information available at this time | | | | No* | <u>Add</u> | 4.00 | 5 25 | • |
| - | V | Î | <u>CHEM</u> 542-01 (5159) | QUANTUM MECHANICS | TuTh 10:05AM - 11:20AM | Gross Hall 105 | W. Yang | | <u>View</u> <u>Textbook</u> <u>Store</u> <u>Listing</u> | | | | No* | Add | 4.00 | 13 15 | • |
| | V | Î | <u>ITALIAN</u> 203-04 (7489) | INTERMEDIATE ITALIAN | MWF 1:40PM - 2:40PM | Social Sciences 119 | A. Scapolo | | <u>View</u> <u>Textbook</u> <u>Store</u> <u>Listing</u> | | <u>Course</u> <u>Eval</u> | | No* | <u>Add</u> | 1.00 | 15 15 | ▲ #0 |
| | | Î | <u>THEATRST</u> 242-01 (2988) | IMPROVISATION | TuTh 1:25PM - 2:40PM | Branson Hall 100 | J. O'Berski | | No information available at this time | <u>Synopsis</u> | <u>Course</u> <u>Eval</u> | | No* | <u>Add</u> | 1.00 | 32 25 | ▲ #10 |
| | | for selected: | vi | ew in graphic sche | edule valida | ite go to | enroll page | | | | | | | | | | |

Click on the classes you want to add and then click on Go To Enrollment page

Confirm the classes you want to add and click on "Finish Enrolling"

| 2. Confirm c | lasses | | | | | |
|-----------------------------------|--|-----------------------------------|---------------------------|-------------------|----------|---------|
| Select Finish E without adding | nrolling to process these classes, sele | your request for th ct Cancel. | ne classes liste | ed. To exit | | |
| 2016 Fall Term U | ndergraduate Duk | e University | | | | |
| | | Open | Clo | sed 🛆 🛛 | /ait Lis | it |
| Class | Description | Days/Times | Room | Instructor | Units | Status |
| AAAS 89S-01 (10095) | FIRST-YEAR SEMINAR (TOP) (Seminar) | MF 8:30AM - 9:45AM | Allen 229 | J. Ewald | 1.00 | • |
| CHEM 517-01 (5155) | MOLECULES IN LIFE AND DISEASE (Lecture) | TuTh 10:05AM - 11:20AM | French Science 2237 | E. Derbyshire | 3.00 | • |
| CHEM 531-01 (5157) | ORGANIC CHEMISTRY (Lecture) | MWF 12:00PM - 12:50PM | French Science 2237 | R. Widenhoefer | 3.00 | • |
| CHEM 542-01 (5159) | QUANTUM MECHANICS (Lecture) | TuTh 10:05AM - 11:20AM | Gross Hall 105 | W. Yang | 3.00 | • |
| (TALIAN 203-04 (7489) | INTERMEDIATE ITALIAN (Lecture) | MWF 1:40PM - 2:40PM | Social Sciences 119 | A. Scapolo | 1.00 | 4 |
| | CANG | PREVIOUS | | FINIS | H ENF | ROLLING |

Once the enrollments are fired off, messages are returned that note whether the enrollment was or was not successful. Click on Book Bag and Schedule

| 3. View results | | |
|--|--|-----------------------------|
| Note: You may not l checks against the r max total units liste check reserve capa | be able to enroll in all of the courses you validated because vali maximum allowable term enrollment limits. You may only enroll d under your current enrollment appointment limit. Validation do cities of classes. | dation in the pes not |
| View the following s | tatus report for enrollment confirmations and errors: | |
| 016 Fall Term Underg | raduate Duke University | |
| | | |
| | Success: enrolled | id class |
| | | |
| lass | Message | Status |
| Class AAAS 895 | Message Error: Unable to add this class - requisites have not been met. Click the class link in the book bag page and look under Enrollment Information to view any enrollment requirements. | Status |
| Class AAAS 89S | Message Error: Unable to add this class - requisites have not been met. Click the class link in the book bag page and look under Enrollment Information to view any enrollment requirements. Prereq: First year, First year with exception or Transfer students only | Status |
| Class AAAS 895 CHEM 517 | Message Error: Unable to add this class - requisites have not been met. Click the class link in the book bag page and look under Enrollment Information to view any enrollment requirements. Prereq: First year, First year with exception or Transfer students only Success: This class has been added to your schedule. | Status X |
| Class AAAS 895 CHEM 517 CHEM 531 | Message Error: Unable to add this class - requisites have not been met. Click the class link in the book bag page and look under Enrollment Information to view any enrollment requirements. Prereq: First year, First year with exception or Transfer students only Success: This class has been added to your schedule. Success: This class has been added to your schedule. | Status X |
| Class 895 CHEM 517 CHEM 531 CHEM 542 | Message Error: Unable to add this class - requisites have not been met. Click the class link in the book bag page and look under Enrollment Information to view any enrollment requirements. Prereq: First year, First year with exception or Transfer students only Success: This class has been added to your schedule. Success: This class has been added to your schedule. Error: You cannot add this class due to a time conflict with class 5155. Select another class. | Status X V X |

You can try adding other classes from your Book Bag, search for new classes. The successful enrollments show on you class schedule

| 2016 Fall Term Undergra | duate | Duke Un | iversity | lau | unch schedule | builder | | | | | | | | | |
|--------------------------------|--------|-----------------|------------------------------|-------------------|-------------------------|---------------------|-------------|--------------------------------|-----------------|------------------------------|-------------------------|----------------------|-------|--------------|----------|
| | | | Oper | Close | d 🛆 Wait | t List | | | | | | | | | |
| Add to Bag: | 2016 F | all Term | Bookbag | | | | | | | | | | | | |
| Enter Class Nbr | Select | Delete | Class | Description | Days/Times | Room | Instructor | Textbook Info | Synopsis | Course Eval | Permission Required? | Permission Number | Units | Enrl/ Cap | Status |
| Find Classes © Class Search | | Î | THEATRST 242-01 (2988) | IMPROVISATION | TuTh 1:25PM - 2:40PM | Branson Hall 100 | J. O'Berski | No information available | <u>Synopsis</u> | <u>Course</u> <u>Eval</u> | No* | Add | 1.00 | 32 25 | ▲ #10 |
| My Planner | | | 123007 | | | | | at this time | | | | | | | |
| search Go to Class Schedule | f | or elected : | vie | w in graphic sche | dule validat | go to e | nroll page | | | | | | | | |

Class Schedule

| ne classes to di | rop and select Dro | op Selected Classes. | | | view textbooks for my courses | | | | | | | | |
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| Class | Description | Days/Times | Room | Instructor | Textbook Info | Course Eval | Units | Enrl/ Cap | Status | About This Status | | | |
| <u>CHEM 517-01</u> (5155) | MOLECULES IN LIFE AND DISEASE (Lecture) | TuTh 10:05AM - 11:20AM | French Science 2237 | E. Derbyshire | Listed as No Text Required | | 1.00 | 11 25 | • | | | | |
| <u>CHEM 531-01</u> (5157) | ORGANIC CHEMISTRY (Lecture) | MWF 12:00PM - 12:50PM | French Science 2237 | R. Widenhoefer | No information available at this time | | 1.00 | 6 25 | ~ | | | | |
| <u>ITALIAN</u> 203-04 (7489) | INTERMEDIATE ITALIAN (Lecture) | MWF 1:40PM - 2:40PM | Social Sciences 119 | A. Scapolo | <u>View</u> <u>Textbook</u> <u>Store</u> <u>Listing</u> | Course Eval | 1.00 | 15 15 | ▲ #1 | Click for Info | | | |
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Dropping a class or classes

Select the class or classes to drop. Click on Drop Selected Classes

Class Schedule

| e classes to dr | rop and select Dro | op Selected Classes. | | view textbooks for my courses | | | | | | | |
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A warning appears that applies to some but not all students:

| THEATRST | | | | | | | | |
|---|-----------------------------|----------------------|-----------------|---------------|----------------|-----------------|-------------|---------------|
| Message | | | | | | | | |
| Warning: Dropping the selected class(es) will put you | ı below the full-time minin | mum enrollment. (291 | 100,205) | | | | | |
| Your program requires that you be enrolled for a minin | num of 3 units to maintain | n full-time status. | | | | | | |
| Summer Students: Students taking classes in the su | mmer do not have a minir | imum number of cred | its for enrollr | ment. Pleas | e ignore this | warning me | ssage. | |
| PHD students: You maintain full-time status regardles | s of units. Please ignore | this warning messag | je. | | | | | |
| Dual-Degree students: This warning message may ne registration office. | ot apply to you. Please co | onfirm the minimum n | umber of cre | edits require | ed to maintaii | n full-time sta | atus with ; | your school's |
| Click OK to proceed to the Drop dialog, or Cancel to re | turn to your Class Sched | lule. | | | | | | |
| OK Cancel | | | | | | | | |

Confirm that you want to drop the classes or that you want to drop the classes and click "Finish Dropping"

A message is generated that indicates whether the drop is or is not successful.

| 3. View results | | |
|--------------------------------|---|---------------|
| View the results o request. | f your enrollment request. Select Fix Errors to make change | es to your |
| 016 Fall Term Unde | rgraduate Duke University | |
| | | |
| | Success: dropped A Error: unable | to drop class |
| Class | Message | Status |
| CHEM 517 | Success: This class has been removed from your schedule. | × |
| CHEM 531 | Success: This class has been removed from your schedule. | × |
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When you return to the Book Bag Schedule, you will see that the dropped classes are no longer on your schedule

| | o disable the p aunch the Sche | op-up t dule Bu | olocker iilder. | of your inte | rnet browser to | successful | ly | | | | | | | | | |
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| 16 Fa | ll Term Undergra | aduate | Duke Un | iversity | la | unch schedul | e builder | | | | | | | | | |
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| inter | Class Nbr | Select | Delete | Class | Description | Days/Times | Room | Instructor T | extbook Info | Synopsis | Course Eval | Permission Required? | Permission Number | Units | Enrl/ Cap | Stat |
| Find Cl | enter asses ass Search y Planner | | Î | THEATRST 242-01 (2988) | IMPROVISATIO | TuTh 1:25P - 2:40PM | M Branson Hall 100 | J. O'Berski at | No formation available t this time | Synopsis | <u>Course</u> <u>Eval</u> | No* | <u>Add</u> | 1.00 | 32 25 | ▲ #10 |
| 30 to | Class Schedule | 5 | or selected : | 01 | w in graphic sch | | go to en | ron page | | | | | | | | |
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