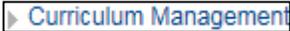
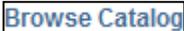


The following outlines how to browse the undergraduate course catalog to find information about courses for a particular term. For the corresponding online learning, consult:

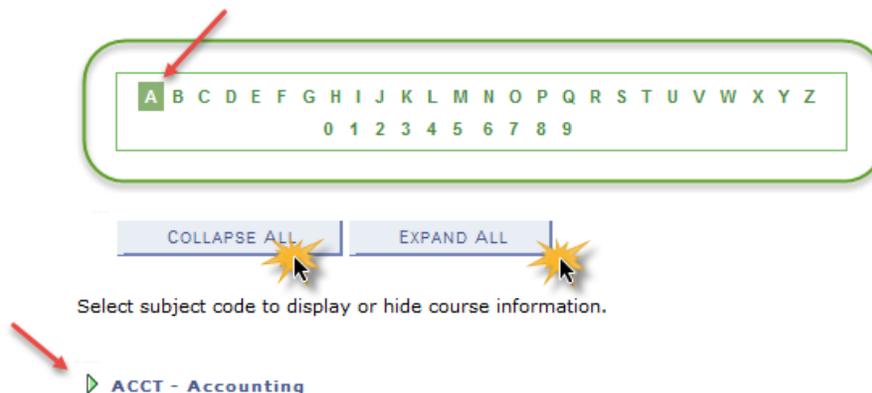
<http://csh.ucalgary.ca/Content/CS/Publishing%20Content/PlayerPackage/data/toc.html>

1. Click the **Curriculum Management** link.

2. Click the **Course Catalog** link.

3. Click the **Browse Catalog** link.

4. Click on a course name letter to browse the catalog for all courses beginning with that letter. For this example we will use "A" for all courses that begin with "A" (e.g. Accounting).

Optional: Use Expand All/Collapse All to view the course categories.

Browse Course Catalog



Click the **Expand All** button.



5. Note that courses related to Acct - Accounting are displayed.

▼ **ACCT - Accounting**

Course Nbr	Course Title	Typically Offered
217	Introductory Financial Accounting	
301	Accounting Principles	
323	Introductory Managerial Accounting	
341	Intermediate Financial Acct I	
343	Intermediate Financial Acct II	
361	Cost Accounting	
421	Taxation	
423	Advanced Taxation	
425	Auditing	
443	Advanced Financial Accounting	
445	Accounting Theory	
465	Managerial Control Systems	
559	Selected Topics in Accounting	
601	Introductory Financial Accounting	
603	Management Accounting	
641	Intermediate Financial Accounting I	
643	Intermediate Financial Accounting II	
661	Cost Accounting	
711	Taxation	

Click the **Collapse All** button.



6. To view individual courses and sections related to ACCT - Accounting click on the arrow beside the subject to display course information. Click the **Arrow** button.



7. Note that courses related to Acct - Accounting are displayed similar to Expand All. Click on the Course Nbr or Course Title to view the details (e.g. Introductory Financial Accounting).

Click the **Introductory Financial Accounting** link.

[Introductory Financial Accounting](#)

8. Course Detail displays the units (3.00) for this course (Lecture) and it is the graded basis and both course components (lecture/tutorial) are required. Note the Academic Group/Organization (Haskayne). The Enrollment Requirements indicate prerequisites and course attributes as they relate to GFC.

ACCT 217 - Introductory Financial Accounting

Course Detail

Career	Undergraduate Programs	view class sections				
Units	3.00					
Grading Basis	Graded					
Course Components	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid #ccc; padding: 2px;">Lecture</td> <td style="border: 1px solid #ccc; padding: 2px;">Required</td> </tr> <tr> <td style="border: 1px solid #ccc; padding: 2px;">Tutorial</td> <td style="border: 1px solid #ccc; padding: 2px;">Required</td> </tr> </table>		Lecture	Required	Tutorial	Required
Lecture	Required					
Tutorial	Required					
Academic Group	Haskayne School of Business					
Academic Organization	Haskayne School of Business					

Enrollment Information

Enrollment Requirement	Prerequisite(s): Admission to the Haskayne School of Business Bachelor of Commerce program, successful completion of 2.0 full-course equivalents including Mathematics 249 or 251 or 265 or 281. (Please see University Calendar for more description.)
Course Attribute	Half-Course GFC Hours (3-1T)

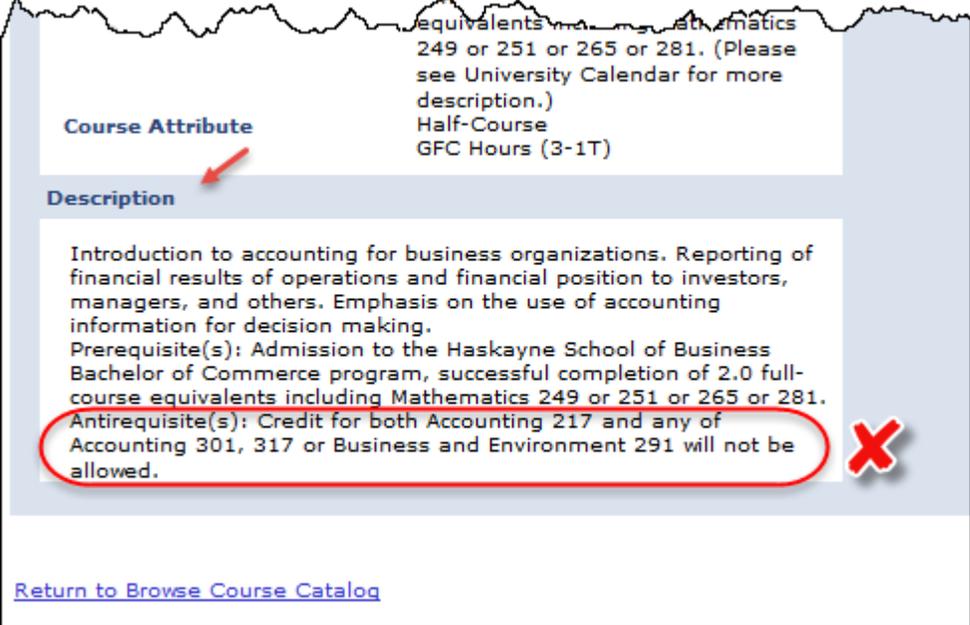
Description

Introduction to accounting for business organizations. Reporting of financial results of operations and financial position to investors, managers, and others. Emphasis on the use of accounting information for decision making.

Prerequisite(s): Admission to the Haskayne School of Business Bachelor of Commerce program, successful completion of 2.0 full-course equivalents including Mathematics 249 or 251 or 265 or 281.

Antirequisite(s): Credit for both Accounting 217 and any of Accounting 217, Business Law and Environment 291 will not be

9. The description includes additional detail about the course as well as restating the prerequisites and; importantly, antirequisites which are reasons this course cannot be taken. To view all sections related to this course click on the view class sections link for details about additional sections.



Course Attribute

Half-Course
GFC Hours (3-1T)

Description

Introduction to accounting for business organizations. Reporting of financial results of operations and financial position to investors, managers, and others. Emphasis on the use of accounting information for decision making.
Prerequisite(s): Admission to the Haskayne School of Business Bachelor of Commerce program, successful completion of 2.0 full-course equivalents including Mathematics 249 or 251 or 265 or 281.
Antirequisite(s): Credit for both Accounting 217 and any of Accounting 301, 317 or Business and Environment 291 will not be allowed.

[Return to Browse Course Catalog](#)

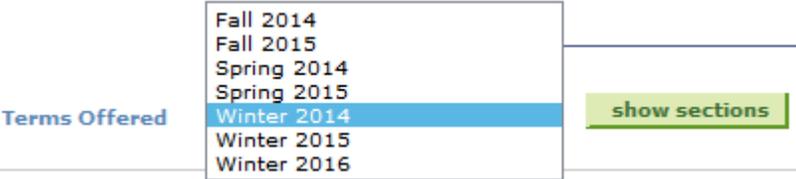
Click the **View Class Sections** button.

[view class sections](#)

10. Scroll down the page to view the Course Schedule and the option to change term and view the course sections. By default the current term is displayed (e.g. Winter 2014) and all sections related to that term. Click the **Terms Offered** list.



11. To select another term click on the drop down list. This list displays a history of each term offering this course.



Terms Offered

- Fall 2014
- Fall 2015
- Spring 2014
- Spring 2015
- Winter 2014
- Winter 2015
- Winter 2016

[show sections](#)

For example, click the **Fall 2015** list item.

Fall 2015

12. For this example we have changed the Term to Fall 2015 and will view the sections related to the same term. Click the **Show Sections** button.

[show sections](#)

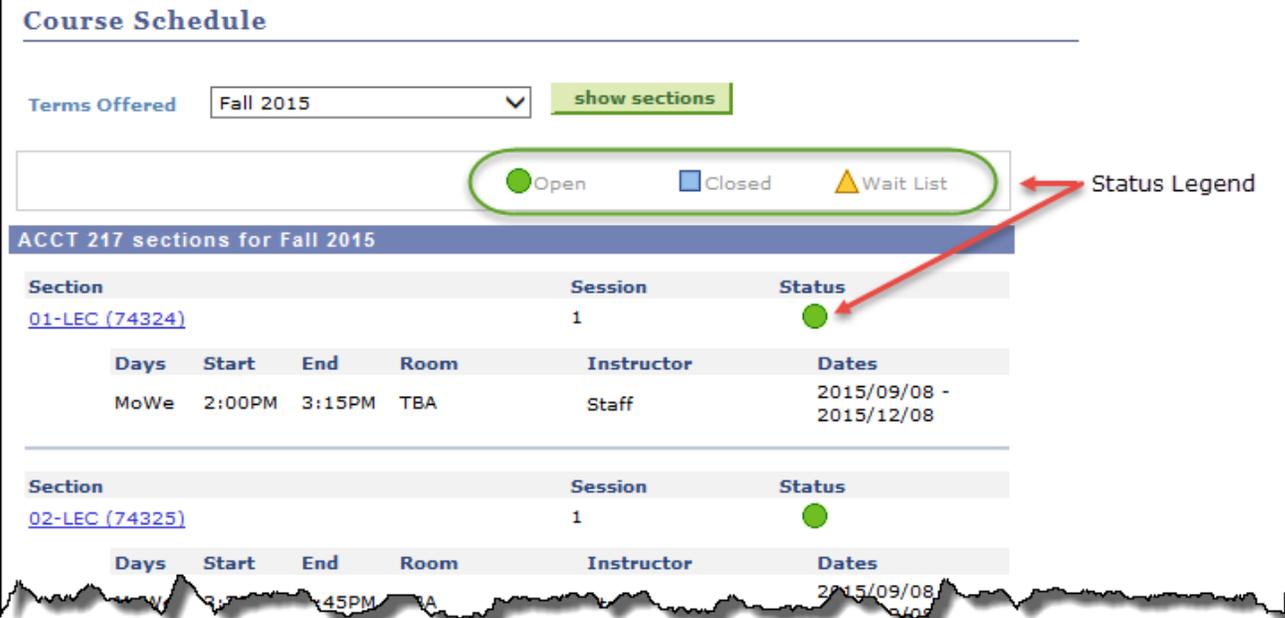
13. Remember to click on View All to display all sections. Click the [View All](#) link.

[View All](#)

14. All sections display (4 lectures and 4 tutorials):

Section	Session	Status			
01-LEC (74324)	1	●			
Days	Start	End	Room	Instructor	Dates
MoWe	2:00PM	3:15PM	TBA	Staff	2015/09/08 - 2015/12/08
Section	Session	Status			
02-LEC (74325)	1	●			
Days	Start	End	Room	Instructor	Dates
MoWe	3:30PM	4:45PM	TBA	Staff	2015/09/08 - 2015/12/08
Section	Session	Status			
03-LEC (74326)	1	●			
Days	Start	End	Room	Instructor	Dates
TuTh	12:30PM	1:45PM	TBA	Staff	2015/09/08 - 2015/12/08
Section	Session	Status			
04-LEC (74327)	1	●			
Days	Start	End	Room	Instructor	Dates
TuTh	2:00PM	3:15PM	TBA	Staff	2015/09/08 - 2015/12/08
Section	Session	Status			
T01-TUT (74330)	1	●			
Days	Start	End	Room	Instructor	Dates
Fr	9:00AM	9:50AM	TBA	Staff	2015/09/08 - 2015/12/08
Section	Session	Status			
T02-TUT (74331)	1	●			
Days	Start	End	Room	Instructor	Dates
Fr	10:00AM	10:50AM	TBA	Staff	2015/09/08 - 2015/12/08
Section	Session	Status			
T03-TUT (74332)	1	●			
Days	Start	End	Room	Instructor	Dates
Fr	11:00AM	11:50AM	TBA	Staff	2015/09/08 - 2015/12/08
Section	Session	Status			
T04-TUT (74333)	1	●			
Days	Start	End	Room	Instructor	Dates
Fr	12:00PM	12:50PM	TBA	Staff	2015/09/08 - 2015/12/08

15. The status legend indicates the status of the section (Open; Closed or Waitlisted).



Course Schedule

Terms Offered:

Status Legend: ● Open ■ Closed ▲ Wait List

ACCT 217 sections for Fall 2015

Section	Session	Status			
01-LEC (74324)	1	●			
Days	Start	End	Room	Instructor	Dates
MoWe	2:00PM	3:15PM	TBA	Staff	2015/09/08 - 2015/12/08

Section	Session	Status			
02-LEC (74325)	1	●			
Days	Start	End	Room	Instructor	Dates
MoWe	2:00PM	3:15PM	TBA	Staff	2015/09/08 - 2015/12/08

To view the details of the section click on the link (e.g. Lecture 01).

Click the **Lecture** link.

[01-LEC \(74324\)](#)

16. Class Details include the status (e.g. Open) the Course ID number, Class Number and the Units offered. Critical information include required components (lecture/lab/tutorial) and the room location (not shown). Meeting Information includes when the course is offered, the location and the instructor (removed for FOIP reasons).

Browse Course Catalog

Class Detail

ACCT 217 - 01 Introductory Financial Accounting

University of Calgary | Fall 2015 | Lecture

Class Details			
Status	● Open	Course ID	162603
Class Number	74324	Offer Nbr	1
Session	Regular Academic	Career	Undergraduate Programs
Units	3 units	Dates	2015/9/8 - 2015/12/8
Class Components	Lecture Required, Tutorial Required	Grading	Graded
		Location	Main UofC Campus
		Campus	University of Calgary

Meeting Information			
Days & Times	Room	Instructor	Meeting Dates
MoWe 2:00PM - 3:15PM			2015/09/08 - 2015/12/08

Enrollment Information	
Enrollment Requirements	Prerequisite(s): Admission to the Haskayne School of Business Bachelor of Commerce program, successful completion of 2.0 full-course equivalents including Mathematics 249 or 251 or 265 or 281. (Please see University Calendar for more description.)
Class Attributes	Half-Course GFC Hours (3-1T)

Class Availability			
Class Capacity	75	Wait List Capacity	0
Enrollment Total	0	Wait List Total	0
Available Seats	75		

Description	
Introduction to accounting for business organizations. Reporting of financial results of operations and financial position to investors, managers, and others. Emphasis on the use of accounting information for decision making.	
Prerequisite(s): Admission to the Haskayne School of Business Bachelor of Commerce program.	

17. Enrollment Information includes prerequisite details and class attributes. Class availability includes details about class capacity, available seats and waitlist details. As previously mentioned, description includes any antirequisite details.



Campus University of Calgary

Meeting Information			
Days & Times	Room	Instructor	Meeting Dates
MoWe 2:00PM - 3:15PM			2015/09/08 - 2015/12/08

Enrollment Information

Enrollment Requirements → Prerequisite(s): Admission to the Haskayne School of Business Bachelor of Commerce program, successful completion of 2.0 full-course equivalents including Mathematics 249 or 251 or 265 or 281. (Please see University Calendar for more description.)

Class Attributes → Half-Course
GFC Hours (3-1T)

Class Availability			
Class Capacity	75	Wait List Capacity	0
Enrollment Total	0	Wait List Total	0
Available Seats	75		

Description

Introduction to accounting for business organizations. Reporting of financial results of operations and financial position to investors, managers, and others. Emphasis on the use of accounting information for decision making.
Prerequisite(s): Admission to the Haskayne School of Business Bachelor of Commerce program, successful completion of 2.0 full-course equivalents including Mathematics 249 or 251 or 265 or 281.

Antirequisite(s): Credit for both Accounting 217 and any of Accounting 301, 317 or Business and Environment 291 will not be allowed.

Textbook/Other Materials

Textbook Assignment Pending (assignments not shown to students)

[Return to Browse Course Catalog](#)

Click the [Return to Browse Course Catalog](#) link.

[Return to Browse Course Catalog](#)

18. This completes the lesson on Browse Catalog. For the corresponding job aid, consult: <https://www.ucalgary.ca/it/services/training-peoplesoft-student-administration> > Registration
End of Procedure.