

## Report Explanation

The Section Information report provides basic section information for courses with a total number of enrolled students equal to or less than a specified number for a term, part(s) of term, and section status (active and/or cancelled). Optional selections include sections by college(s) and/or subject(s).

## Report Pathway

Report Library>ODS>Course Catalog>Section Information

## Parameter Sets

### Required Parameters

Select a Term from the drop down menu.

Select Part(s) of Term by clicking on appropriate check box(es); choose the Select All during Summer term to obtain all sections offered during Summer. Note: Full Term must be selected for Fall and Spring.

Select Status(s) by clicking on appropriate check box(es) or choose Select All to quickly include Active and Cancelled sections.

Enter a maximum number of enrolled students. Note: By entering a very high number such as 200, the report will include all sections.

Select a College if you would like sections listed to be associated with a particular college.

Select Department(s) from the drop down menu if you would like sections listed to be associated with specified department(s).

Click Finish to run the report.

Select a Term	<input type="text" value="ACADEMIC_PERIOD_DESC"/>	Select Department(s) (Optional)	<input type="text" value="Academic Development"/>
Select Part(s) of Term	<input type="checkbox"/> Full Term <input type="checkbox"/> Summer IA <input type="checkbox"/> Summer II <a href="#">Select all</a> <a href="#">Deselect all</a>		<ul style="list-style-type: none"> <li>Acct, Business Law &amp; Finance</li> <li>African &amp; Afrcn Amer Studies</li> <li>Anthropology</li> <li>Art</li> <li>Biology</li> <li>Business and Management</li> <li>Chemistry</li> <li>Coll of Bus &amp; Mngmnt</li> <li>Communication, Media &amp; Thea</li> <li>Computer Science</li> <li>Counselor Education</li> <li>Earth Science</li> <li>Economics</li> <li>Educ Leadership &amp; Developmer</li> <li>Education</li> <li>Elementary Education</li> <li>Engl Language Program</li> <li>English</li> <li>Foreign Lang and Literature</li> <li>Geography</li> <li>Geography &amp; Envir Studies</li> <li>Health, Phys Ed, &amp; Recreation</li> <li>History</li> </ul>
Select Status(s)	<input type="checkbox"/> Active <input type="checkbox"/> Cancelled <a href="#">Select all</a> <a href="#">Deselect all</a>		
Enter maximum number of enrolled students. The number of students enrolled in a class will be less than or equal to the entered number.	<input type="text"/>		
Select a College (Optional)	<input type="text" value="COLLEGE_DESC"/>		
<input type="button" value="Cancel"/> <input type="button" value="Finish"/>			<a href="#">Select all</a> <a href="#">Deselect all</a>

# Display Options

When the report is displayed you may view and print in several formats by selecting one of the icons from the icon bar at the upper right of the report.

