

E-Z Arts SSB9



Student Waitlisting for Liberal Arts Courses

Step 1. E-Z Arts Login

UNCSA

Student • Registration • Select a Term • Register for Classes

Register for Classes

Find Classes Enter CRNs Schedule and Options

Career Withdrawals
Withdrawal Credits Used : 0
Withdrawal Credits Remaining : 16

Search Results — 1 Classes
Term: Fall 2023 Subject: Humanities Course Number: 1198 Search Again

Title	Subject Descriptio	Course Nu	Section	Hours	CRN	Term	Instructor	Meeting Times	Cam	Status	Attribute	Lir	Add
Topics Just Code Lecture	Humanities	1198	01	3	83387	Fall 20...	Britt Andrew (Primary)	S M T W T F S 10:00 AM - 11:20 AM	Type: Class E Main	FULL: 0 of 3 seats remain. 3 of 3 waitlist seats remain.	Liberal Arts		<input type="button" value="Add"/>

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Schedule Schedule Details

Class Schedule for Fall 2023

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							
10am							
11am							
12pm							

Summary

Title	Details	Hours	CRN	Schedule Type	Status	Action
Introduction to Arts Managem...	ARM 1000, 01	3	82624	Lecture	Registered	None
Introduction to Visual Art	ARH 1000, 01	3	82010	Lecture	Registered	None

Total Hours | Registered: 6 | Billing: 0 | CEU: 0 | Min: 0 | Max: 18

Submit

Step 2.

The screenshot displays the UNCSA registration system interface. At the top, the navigation bar includes "Student", "Registration", "Select a Term", and "Register for Classes". The main heading is "Register for Classes". Below this, there are tabs for "Find Classes", "Enter CRNs", and "Schedule and Options".

The "Find Classes" section shows "Career Withdrawals" with 0 credits used and 16 remaining. It also displays "Search Results — 1 Classes" for Term: Fall 2023, Subject: Humanities, and Course Number: 1198. A search bar with a "Search Again" button is present.

The search results table has the following columns: Title, Subject Description, Course No., Section, Hours, CRN, Term, Instructor, Meeting Times, Campus, Status, Attribute, Linked Sections, and Add. The first result is "Topics: Just Code Lecture" (Humanities, 1198, 01, 3, 83387, Fall 2..., Britt Andrew (Primary), 10:00 AM - 11:20 AM Type: Class, Main, FULL: 0 of 3..., Liberal Arts). A red box highlights the "Add" button for this class.

Below the search results is a "Schedule" section showing a "Class Schedule for Fall 2023" grid. The grid has columns for days of the week and rows for times from 6am to 12pm. Two classes are scheduled: "Topics: Just Code" on Tuesday at 10am and Thursday at 10am.

To the right of the schedule is a "Summary" table with columns: Title, Details, Hours, CRN, Schedule Type, and Status. It lists three classes: "Topics: Just Code" (HUM 1198, 01, 3, 83387, Lecture, Pending), "Introduction to Arts Managem..." (ARM 1000, 01, 3, 82624, Lecture, Registered), and "Introduction to Visual Art" (ARH 1000, 01, 3, 82010, Lecture, Registered). A red box highlights the "Action" dropdown menu for the "Pending" class, which includes options: "Web Registered", "Web Registered", "Remove", and "Waitlisted - Not Registered". A red arrow points from a text box to this dropdown menu.

A text box with a red border contains the instruction: "From the action drop-down click the option for waitlisted." A red arrow points from this text box to the "Waitlisted - Not Registered" option in the dropdown menu.

At the bottom of the interface, there is a "Panels" dropdown and a "Submit" button.

Step 3.

The screenshot shows the UNCSA registration interface. At the top, there are navigation links: Student, Registration, Select a Term, and Register for Classes. The main heading is "Register for Classes". Below this, there are tabs for "Find Classes", "Enter CRNs", and "Schedule and Options".

The "Find Classes" section shows "Career Withdrawals" with 0 used and 16 remaining credits. Below that, "Search Results" for 1 class are shown for Fall 2023, Subject: Humanities, Course Number: 1198. A "Search Again" button is present.

Title	Subject Description	Course No.	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute	Linked Sections	Add
Topics: Just Code Lecture	Humanities	1198	01	3	83387	Fall 2...	Britt, Andrew (Primary)	S M W T F S 10:00 AM - 11:20 AM	Type: Class Main	FULL: 0 of 3 ... 3 of 3 waitlis...	Liberal Arts		Add

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The "Schedule" section shows a "Class Schedule for Fall 2023" grid. The "Summary" table is also visible:

Title	Details	Hours	CRN	Schedule Type	Status	Action
Topics: Just Code	HUM 1198, 01	3	83387	Lecture	Pending	Waitlisted - Not Reg...
Introduction to Arts Managem...	ARM 1000, 01	3	82624	Lecture	Registered	None
Introduction to Visual Art	ARH 1000, 01	3	82010	Lecture	Registered	None

Total Hours | Registered: 6 | Billing: 6 | CEU: 0 | Min: 0 | Max: 18

A red box highlights the "Submit" button at the bottom right of the summary table. A callout box points to it with the text: "The course is currently pending, click submit to be added to the waitlist."

Step 4.

The screenshot shows the UNCSA registration interface. At the top, there's a navigation bar with "Student", "Registration", "Select a Term", and "Register for Classes". A green notification says "Save Successful". Below this, the "Register for Classes" section is active, showing search results for "Humanities 1198" in "Fall 2023". The search results table has one entry: "Topics: Just Code Lecture" with CRN 83387, 3 hours, and a status of "FULL: 0 of 3...".

Below the search results, there are two panels: "Schedule" and "Summary". The "Schedule" panel shows a class schedule for Fall 2023 with a grid for days of the week and times. The "Summary" panel shows a table of registered and waitlisted classes. A red box highlights the "Topics: Just Code" row in the summary table, which has a status of "Waitlisted".


A callout box with a red border contains the text: "The course will now show on your summary as waitlisted, when a spot opens you will receive an email to add the course."








Title	Subject Descripti	Course N	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Attribute	Linked Sections	Add
Topics: Just Code Lecture	Humanities	1198	01	3	83387	Fall 2...	Britt Andrew (Primary)	S M W T F S 10:00 AM - 11:20 AM	Type: Class Main	FULL: 0 of 3... 3 of 3 waitlis...	Liberal Arts		Add

Title	Details	Hours	CRN	Schedule Type	Status	Action
Topics: Just Code	HUM 1198, 01	0	83387	Lecture	Waitlisted	None
Introduction to Arts Managem...	ARM 1000, 01	3	82624	Lecture	Registered	None
Introduction to Visual Art	ARH 1000, 01	3	82010	Lecture	Registered	None

Step 5.

**** Important note: You have 24hrs from receipt of the email notification to add your course.**

Waitlist Notification for 83387 

 **Hush, Sharon** <hushs@unca.edu>      

To: test Fri 3/24/2023 9:57 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

You will be notified via email once a spot opens on the waitlist.
You have 24hrs from the receipt of the email to add the course.

Dear TEST,

Note: You have 24 hours from the date and time that this email was sent to register for the following course that now has an open seat:

83387
Humanities
1198
Topics: Just Code

Please sign into EZ Arts and Web Register for this course. If you no longer need this course, please select Web Drop to remove yourself from the waitlist so that the next person on the list can be notified.

Thank you.

[Received, thank you.](#) [Hey there!](#) [Thank you!](#)

[Reply](#) [Forward](#)

Step 6.

The screenshot shows the UNCSA registration system interface. At the top, there are navigation links: [Student](#), [Registration](#), [Select a Term](#), and [Register for Classes](#). The main heading is "Register for Classes". Below this, there are tabs for "Find Classes", "Enter CRNs", and "Schedule and Options".

The "Find Classes" section includes a "Career Withdrawals" summary (Withdrawal Credits Used: 0, Withdrawal Credits Remaining: 16) and a search criteria form. The form has fields for "Subject", "Course Number", and "Keyword", with a "Search" button and a "Clear" button. There is also a link for "Advanced Search".

The "Schedule" section shows a "Class Schedule for Fall 2023" with a grid for days of the week (Sunday through Saturday) and times (6am to 12pm). Two classes are listed in the 10am slot: "Topics: Just Code" on Tuesday and "Topics: Just Code" on Thursday.

The "Summary" section displays a table of classes with columns for Title, Details, Hours, CRN, Schedule Type, Status, and Action. The table contains three rows:

Title	Details	Hours	CRN	Schedule Type	Status	Action
Introduction to Arts Managem...	ARM 1000, 01	3	82624	Lecture	Registered	None
Introduction to Visual Art	ARH 1000, 01	3	82010	Lecture	Registered	None
Topics: Just Code	HUM 1198, 01	0	83387	Lecture	Waitlisted	Web Registered

The "Action" column for the "Waitlisted" row is highlighted with a red box, and a red arrow points to the "Web Registered" option in the dropdown menu. A text box above the arrow contains the instruction: "Log in to registration, click on the drop-down, select Web Registered."

At the bottom right of the summary table, there is a "Submit" button and a status bar: "Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 18".

Step 7.

The screenshot shows the UNCSA registration system interface. At the top, there are navigation links: [Student](#), [Registration](#), [Select a Term](#), and [Register for Classes](#). The main heading is "Register for Classes".

Under "Find Classes", there are tabs for "Enter CRNs" and "Schedule and Options". The "Career Withdrawals" section shows "Withdrawal Credits Used : 0" and "Withdrawal Credits Remaining : 16".

The "Enter Your Search Criteria" section is set to "Term: Fall 2023". It includes input fields for "Subject", "Course Number", and "Keyword", along with "Search", "Clear", and "Advanced Search" buttons.

The "Schedule" section shows a "Class Schedule for Fall 2023" grid. The grid has columns for days of the week (Sunday to Saturday) and rows for time slots (6am to 12pm). Two blue blocks labeled "Topics: Just Code" are visible on Tuesday and Thursday at 10am.

The "Summary" section displays a table of selected courses:

Title	Details	Hours	CRN	Schedule Type	Status	Action
Introduction to Arts Managem...	ARM 1000, 01	3	82624	Lecture	Registered	None
Introduction to Visual Art	ARH 1000, 01	3	82010	Lecture	Registered	None
Topics: Just Code	HUM 1198, 01	0	83387	Lecture	Waitlisted	Web Registered

A red box highlights the "Topics: Just Code" row. A text box with an arrow pointing to the "Submit" button at the bottom right contains the text: "The course is waitlisted, click Submit to register."

Step 8.

The screenshot shows the UNCSA registration system interface. At the top, there is a navigation bar with 'Student', 'Registration', 'Select a Term', and 'Register for Classes'. A green notification bar at the top right says 'Save Successful'. Below this, the 'Register for Classes' section is visible, including a search form with fields for Subject, Course Number, and Keyword, and a 'Search' button. A red box highlights a message: 'Your course should now show Registered. If you have completed all registration tasks. Log out.' Below the search form, there is a 'Schedule' section showing a class schedule for Fall 2023. The schedule is a grid with days of the week (Sunday to Saturday) and times (8am to 2pm). Two courses are registered: 'Introduction to Arts Management' (ARM 1000, 01) and 'Introduction to Visual Art' (ARH 1000, 01). A red arrow points from the message box to the 'Registered' status of the 'Introduction to Visual Art' course in the summary table. The summary table has columns for Title, Details, Hours, CRN, Schedule Type, Status, and Action. The 'Status' column for the 'Introduction to Visual Art' course is highlighted with a red box and contains the word 'Registered'.

UNCSA

Student • Registration • Select a Term • Register for Classes

Save Successful

Register for Classes

Find Classes Enter CRNs Schedule and Options

Career Withdrawals
Withdrawal Credits Used : 0
Withdrawal Credits Remaining : 16

Enter Your Search Criteria
Term: Fall 2023

Subject
Course Number
Keyword

Search Clear Advanced Search

Your course should now show Registered.
If you have completed all registration tasks. Log out.

Schedule Schedule Details

Class Schedule for Fall 2023

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8am							
9am							
10am			✓ Topics: Just Code		✓ Topics: Just Code		
11am							
12pm							
1pm							
2pm							

Summary

Title	Details	Hours	CRN	Schedule Type	Status	Action
Introduction to Arts Managem...	ARM 1000, 01	3	82624	Lecture	Registered	None
Introduction to Visual Art	ARH 1000, 01	3	82010	Lecture	Registered	None
Topics: Just Code	HUM 1198, 01	3	83387	Lecture	Registered	None

Total Hours | Registered: 9 | Billing: 9 | CEU: 0 | Min: 0 | Max: 18

Submit

- For assistance contact the Registrar's Office at 336-770-3295, (M-F 8:30am – 5pm) or registrar@uncsa.edu.