OUME ELECTIVE CATALOG QUICK START GUIDE

Link to catalog

1. Click Course Catalog icon to start.





TIP:
Use the
Clear
Filters
button to
remove all
filters at
once.

2. Utilize top toolbar to search catalog. Any combination of the following filters can be used to search available elective courses in the catalog. NOTE: The more filters used the narrower the search results.



Filter options:

- a. Course Name: useful if full or partial course title is known.
- Subject: includes areas of clinical specialty or basic science, such as Medicine or Biochemistry, etc.
- c. Course Type: Ambulatory Care Selective, In-patient Selective, or Medical Elective.
- d. **Block:** includes Blocks 1 12 and an option for Longitudinal electives (LNG).
- e. **Credit Hour:** includes 2 or 4 credit hour courses. NOTE:0-credit hour courses are enrichment electives.

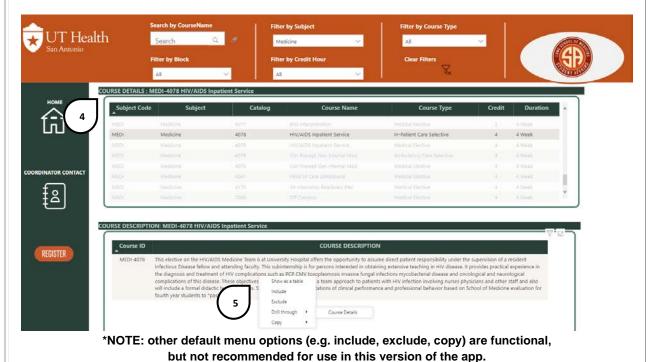






TIP:
Display multiple course descriptions by holding down the Ctrl or Command (Mac) button while selecting courses.

- 3. Search results will display a list of available courses based on selected filters. At the top, the Course Detail panel lists general course details. Below, the Course Descriptions panel shows the general course description.
- 4. In the Course Detail panel, click on a course or multiple courses to view the course description.
- 5. To get further details (e.g. block offering, consent requirements, etc.), hover over a course description, right mouse-click, select Drill through, then select Course Details.



TIP:
Email
course
coordinator
directly
from the
catalog by
clicking the
envelope in
Staff Email
field.

- 6. In the Drill-through window, additional course specific details will be displayed including:
 - a. Class Nbr (e.g. 1129) *Note: Document this number for registering in My Student Center.
 - b. Block offerings
 - c. Session start/end dates
 - d. Credit hours
 - e. Consent requirements
- 7. Individual course coordinators can be contacted with additional questions. Contact information is displayed at the top of the window. Be sure to follow course registration timeline/guidelines as distributed by the Office for Student Affairs.
- 8. To return to the Course Catalog, use the application back button instead of the browser back button.

