CLSS User Guide
Viewing or Editing a Section

1. Navigate to the **CLSS Instances** screen**:**

2. **Click** to open an instance:

3. **Double-click** to open a scheduling unit (aka department) and see the courses maintained by that scheduling unit:

4. **Double-click** a course to view existing sections of it:

5. **Double-click** a section to view or edit its settings with the **Section Editor**:

6. The **Section Editor** window appears:

7. Use the **drop-down arrows**, **pencil icons** and **free text fields** to edit the information for the existing section:

8. Click **Save or Cancel** to exit the section settings window.

Edit Section – CSD 270-0: Introductory American Sign Language (CRN: 11996; CLSS ID: 1822)

ASL 104-(17006) controls the primary scheduling configuration for this cross-listed section

Section Information

Fall 2024, CSD

Title/Topic	Intro American Sign Language (Default V ⌄)	Part of Term *	1 (Full Term) (8/19/24 to 12/12/24) ⌄
Campus *	OT (WSU Old Town) ⌄	Credit Hrs	3
Inst. Method *	HYB2 25% or less In Person ⌄	Status	Active ⌄
Viewable Online	Yes ⌄	Special Approval	(None Assigned) ⌄
Course Type	Lecture ⌄	Grade Mode *	Standard Letter (Default Value) ⌄
Link To	Not linked to other sections ⌄	Cross-list With	ASL 104-(17006) ✖
Restrictions	None	Prerequisites	None

Section Attributes ✏

FHCS (CSD Course Fee)
UNIV (Course from 4-YR School)
A (Div A Human+FineArts)

Course Attributes

FHCS (CSD Course Fee)
UNIV (Course from 4-YR School)
A (Div A Human+FineArts)

Instructor

Clark, James (▓▓▓▓)

Room *

OB C119 - Classroom (24) ⌄

Meeting Pattern

📅 MW 4:30pm-5:45pm

Enrollment

2 current, 8 prior, 0 waiting

Maximum *	Waitlist Max
10	10

Cross-list Enrollment

4 current

Maximum
24

Section Note ✏

Internal Comments

🔧 Bridge Tools ▓▓▓▓▓▓

✖ Cancel ✔ Save Section