PeopleSoft 9.0

Course Catalog
Viewing the Course Catalog

There are two ways to view the Course Catalog. One is through Self Service; the other is through Curriculum Management.

Method 1:

Home > Self Service > Browse Course Catalog

- The green A-Z and 0-9 in the rectangle at the top of the screen are used for navigation through the course catalog.
- The **Collapse All** button collapses all the subjects listed on the page.
- The **Expand All** button expands all the subjects listed on the page.
Example Search Using Method 1

Click on “ACCT - Accounting.” PeopleSoft will list all of the Accounting courses in the Course Catalog. (Shown below)
Example Search Using Method 1 (cont’d)

Click on Course Nbr “211” to display the Course Detail for ACCT 211 – Princ of Accounting I. (Shown below)
Method 2:

Home > Curriculum Management > Course Catalog > Course Catalog Search

- The Institution drop down menu should always be set to “Bowie State University.” (This is a required field.)
- The Subject Area is where you enter the subject you are searching for. Click the icon to browse through the possible subject areas. (This is a required field.)
- The Catalog Nbr is the course number.
- Click the button to execute the search.
Example Search Using Method 2

Type “Math” in the Subject Area and click the “Search” button. PeopleSoft will list the course descriptions for all of the Math courses in the Course Catalog. (Shown below)