

# How to Read the Online Course Schedule

1. Select Fall or Winter Term (it helps to open two windows – one for each semester)
2. At the ‘Class Schedule Search’ - select course, scroll to bottom of page and select Class Search (you can also specify course number, campus, and course level)

**Quick edit:** In subject box type in the first 3-letters of your course (example: *soc* for Sociology), to automatically scroll to the first course beginning with the letters *soc* - scroll down to Sociology)

**Quick edit:** If you want to search for more than one subject at the same time, hold down the ‘CTRL’ key when you click on additional subject and they will become highlighted

## 3. Screen Explanation

**Section Number** (scroll to view multiple sections of the same course)

Click on title to find out capacity of course and number of seats still available

\*Click on ‘View Catalog Entry’ to find course description and Linked Courses, Seminars or Labs

Take note of any Linked sections

Type	Time	Days Where	Date Range	Schedule Type	Instructors
Lecture	8:30 am - 9:20 am	MWF Old Main Building 2422	Sep 08, 2010 - Dec 18, 2010	Lecture	Dennis Acreman (P)

## 4. Take note of the CRN (Course Reference Number)

- Each course section has a unique CRN, as does each Lab and Seminar
- Remember to write down all CRN numbers on your Timetable/Worksheet, as you will need to know them to register into your courses

**ESAL Courses Quick Edit:**  
 Students must type ‘English ’ (must use spacebar after the word English) to automatically go to *English as a Second or Add Language* courses.

**SAMPLE**

myTRU Timetable Worksheet

Student Number \_\_\_\_\_  
 Student Name \_\_\_\_\_

Course	Section #	Course/Lecture CRN #	Lab/Seminar CRN #	Alternate Section Choice(s)
Eg. MATH 1140	01	10757	S01 10759	
1. HIST 1120	01	10599	S01 10600	
2. CHEM 1500	03	10482	L09 10491	
3. ECON 1900	07	10116		
4. VISA 1030	02	10529		
5. ENGL 1100	17	10334		

TIMES	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30 AM – 9:20 AM					
9:30 AM – 10:20 AM	CRN 10491   CHEM 1500 L09				
10:30 AM – 11:20 AM		CRN 10334   ENGL 1100 17		CRN 10334   ENGL 1100 17	
11:30 AM – 12:20 PM			CRN 10599   HIST 1120 01		
12:30 PM – 1:20 PM		CRN 10599   HIST 1120 01			CRN 10600   HIST 1120 S01
1:30 PM – 2:20 PM					
2:30 PM – 3:20 PM	CRN 10482   CHEM 1500 03		CRN 10482   CHEM 1500 03	CRN 10482   CHEM 1500 03	
3:30 PM – 4:20 PM					
4:30 PM – 5:20 PM	CRN 10116   ECON 1900 07		CRN 10116   ECON 1900 07		
5:30 PM – 6:20 PM	5:50 PM		5:50 PM		
6:30 PM – 7:20 PM				CRN 10529   VISA 1030 02	
7:30 PM – 8:20 PM					
8:30 PM – 9:20 PM					