

# WCC SELF-SERVICE COURSE SEARCH GUIDE

LOG-IN to the YCCD Portal at

[login.yccd.edu](http://login.yccd.edu)

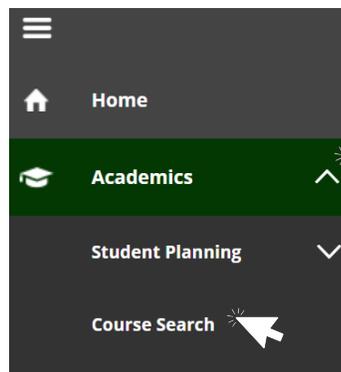
and CLICK on the Self-Service icon

1

For guests, go to [Self-Service Search](#)



2



CLICK on Academics then CLICK on Course Search

3

A screenshot of the 'Search for Courses and Course Sections' interface. The page has a green header and a light grey background. The 'Advanced Search' tab is selected. The 'Catalog Advanced Search' section includes: 'Location' dropdown set to 'Woodland (WCC)'; 'Results View' with 'Section Listing' selected; 'Term' dropdown set to 'Fall 2021'; 'Courses And Sections' with three 'Subject' dropdowns and 'Course number' input fields; 'Days Of Week' with checkboxes for Sunday, Monday, Tuesday, Thursday, and Friday; 'Time Of Day' dropdown set to 'Select Time Of Day'; and 'Meeting Start Date' and 'Time Starts by' input fields. A blue 'Search' button is at the bottom right, with a green arrow pointing to it. Other green arrows point to the 'Location', 'Section Listing', 'Term', and 'Course number' fields.

## CATALOG ADVANCED SEARCH

**RESULTS VIEW:** The default view is set to "Section Listing" (recommended), but you can also select "Catalog & Course Listing" view.

### 1) Select LOCATION

Select "Woodland (WCC)" to view all WCC (in-person classes plus all online courses).

To see in-person classes at CCC or LCC, select that location.

### 2) Select TERM

Select the semester; Summer, Fall, or Spring.

### 3) Select SUBJECT (Optional)

To search for specific subjects only, select the subject from the drop down menu. You can even enter the course number ("1A" for English 1A, for example). Otherwise, leave blank and it will bring up ALL courses.

CLICK on "**Search**" after you've selected your options.



# COURSE DETAILS 5

Course information will be displayed. Here's what to look for!

Add To Schedule	Term	Status	Section Name	Title	Planned Status	Dates	Location	Meeting Information	Faculty	Availability	Credits	Text Books	ZeroCost
<a href="#">Add</a>	Fall 2021	Open	<a href="#">ENGL-1A-W1387</a>	Coll Comp/Read		8/16/2021-12/16/2021	Woodland Community College	M, W 7:30-9:20 AM 8/16/2021 - 12/16/2021 W800 W-840 (LEC02)	Woodland-Staff	28 / 28 / 0	4 Credits	<a href="#">Bookstore Link</a>	

## Term

Make sure you are looking at courses for the correct term (Summer, Fall, or Spring semester).

## Status

Open: Class is open and you can register for it.

Waitlisted: Regular seats are taken, but you can be added to the waitlist.

Closed: The waitlist is also full.

## Section Name

Lists course subject and course number (Ex: ENGL 1A)

Also shows the 4-digit course number (Ex: W1387), which is useful to know when registering for a course or looking up required textbooks.

## Title

Lists the name of the course.

## Dates

Lists the start and end dates for the course. This will help you verify whether the course is a full-semester or late-start course.

## Location

Lists the modality of the course, whether it's on-campus (in-person), online (asynchronous or synchronous), or hybrid.

*Tip: Check out the examples on next page for more information.*

## Meeting Information

Lists any specific meeting times for the course and room number.

*Tip: Check out the examples on next page for more information.*

## Faculty

Lists the name of instructor teaching the course.

If one has not yet been assigned, it will say "Woodland-Staff."

## Availability

Lists the availability of a course. The three different numbers indicate the current available seats / total number of seats / number of spots left for a waitlist. (Ex: 0/24/3 indicates there are 0 available seats in a class of 24, with only 3 spots left for the waitlist.)

## Credits

Lists the number of units for that course.

## Text Books

Click on the Bookstore Link to see the required textbooks.

# COURSE LOCATION & INFORMATION

## How to check if the course is in-person, online, and more!

### Face-to-Face

A limited amount of courses will be offered in-person, on-campus. This is considered Face-to-Face instruction.

Courses that meet in-person will be noted by the name of the campus as the location. The location will be listed as "Woodland Community College," "Colusa Center," or "Lake County Campus."

The required class times (days & time) and room number will be listed.

Location	^
Woodland Community College	
Colusa Center	
Lake County Campus	

Class times	→	M, W 7:30-9:20 AM 8/16/2021 - 12/16/2021
Room number	→	W800 <b>W-840</b> (LEC02)

### Online- Asynchronous

Classes are fully online. **A**synchronous courses do not have set meeting times. Students are not required to log-in or participate at a specific time.

Online - Woodland
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No class times	→	8/16/2021 - 12/16/2021
"NET" = Asynchronous	→	WNET <b>WNET</b> (LEC72)

### Online- Synchronous

Classes are fully online. **S**ynchronous courses have required meeting times. Students are required to log-in & participate at specific times through 2-way interactive video sessions (via Zoom conference in Canvas).

Synchronous Online - Woodland
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Class times	→	M, T, W, Th 1:00-3:50 PM 6/14/2021 - 7/22/2021
"CANVAS" = Synchronous	→	WONL <b>CANVAS</b> (LEC51)

### Hybrid

Hybrid can mean two things!

- 1) the course is either a combination of face-to-face and online sessions OR
- 2) the course is fully online but has both asynchronous (anytime) and some synchronous (set) meeting times. Refer to the Meeting Information column to see details for lecture and/or lab times.

Hybrid - Woodland
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W 9:00-11:50 AM 8/16/2021 - 12/16/2021 W400 <b>W-401</b> (LAB04) 8/16/2021 - 12/16/2021 WNET <b>WNET</b> (LEC72)	T 10:30-11:45 AM 8/16/2021 - 12/16/2021 WONL <b>CANVAS</b> (LEC51) 8/16/2021 - 12/16/2021 WNET <b>WNET</b> (LEC72)
Face-to-Face & Asynchronous Online	Online Synchronous & Asynchronous



Tip: Click on the blue link under the Section Name column to view any additional notes about the course!