1. **Log into OneStop** with your PirateID and Passphrase.

2. **Select the Banner Self Service** link from Tools Tab.

3. **Select the Student Tab** from the Main Menu page.
4. Click on the Registration Link.

5. Select the Look Up Classes.

6. Select the Term from the Search By Term pull down menu and click the submit button.

7. Select a Subject from the menu and click the Course Search button.
8. This returns a list of all courses meeting the criterion you entered.

9. Click the View Sections button to view all sections of that course.

10. Click the Blue CRN number to view class details.
11. **Click the Return to Previous link** to return to the list of courses.

12. **Click the New Search button** to begin a new class search.

**ADVANCE SEARCH**

13. **Click the Advance Search button** to search for classes using more defined search.

14. You can choose to enter a course number, choose instructional method, instructor, time and/or day.
15. Once you have entered your information, **Click the Section Search** button at the bottom.

16. This returns a list of all courses meeting the criterion you entered.

17. Follow steps 10-12 to view course details or perform a new class search.