SSASECQ (Schedule Section Query Form)

This form is used to search for course sections. A search can be done on any value found in the form. (You may prefer to use the Class Schedule function in BANNER SSB as opposed to this.)

1. Enter in SSASECQ to get to the form.
2. Enter in Term = 200910. Most searches are done based on Subject and Course. Enter desired value. Wildcard (%) can be used.

3. Hit F8 or click on **Execute Query**.
4. **Help>>Extract Data No Key** can be used on this query form to pull an Excel list. (Note: This query does not contain course times.) Clicking on one of the records will take you to SSASECT.

**Other tips:**

Search for open sections by doing a query and placing >0 in the Enrollment Maximum box showing remaining seats.

Search for closed sections by doing a query using <=0 in the Enrollment Maximum box for showing remaining seats.

Enrollment maximums showing a –# (-2) mean that 2 registrations occurred with a Capacity override on SFASPRO.