

## **Instructions for how to search for CBE Diversity and Global Courses as well as Distribution Requirements (HU, SS, NS)**

1. Log into **Banner** and select the **Look-up Classes to Add** under the Student Menu.
2. Select the desired semester using the drop down menu.
3. To pull up a list with all courses for that semester with the attribute of CBE Diversity and/or Global or HU, SS, or NS (listed as Science in attribute section):
  - a. **Select "All"** under **subject, schedule type, part of term**, and **instructor** ("All" should be the default).
  - b. Leave course number and credit range blank.
  - c. For course level select Undergraduate.
  - d. For attribute type select what you want to look for. For example choose **CBE Diversity** to get a list of all courses in order of department that will fulfill the CBE Diversity requirement.
  - e. You can search for multiple attribute areas like CBE Diversity and Social Science by holding the CTRL key and making your second selection-Special Note:  
\*\*\* Scroll to the far right of the list to view the attribute column for each course since the search will bring up courses that are only Diversity, only SS, and courses that fulfill both Diversity and Social Science. Make sure you know if a course is fulfilling one or both before registering\*\*\*
4. Search through individual departments such as Philosophy or Sociology and then choose an attribute like HU, SS, etc. if you have a specific interest in a certain area to see if anything matches.
5. Select "Class Search" button on bottom left of page to pull up a list of courses.
6. Reset the search by choosing "Return to Menu" link on top upper right corner of the page.