Overview

Currently, it can be difficult for an instructor to identify which sections have been crosslisted. Below are instructions on how to look up the sections within a crosslisted course.

Identify Crosslist Course Sections

- 1. Click **Classlist** in the navigation bar.
- 2. Click the dropdown arrow in the 'View By' menu.
- 3. Select **Sections** in the dropdown menu. Then click the **Apply** button.

Class	list					
Class Engagement		Enrollment Statistics	5	Email Classlist		
All	Students	Instructors	Co	urse Support		
View By: User Search F User Sections Show Search Options						

Note: You will only see this option for crosslisted courses.

4. Click the dropdown arrow next to 'Sections'. Then click the **Apply** button.

Note: The courses displayed in the dropdown menu will include the individual sections as well as the combined crosslisted course containing 'Crosslist' in its name.

All	Students	Instructors	Course Support	
View By	: Sections 🗸	Sections:	Summer 2021 BUS 20001-01 Business Degree Seminar LEC 🗸	Apply
Search For Q Show		Q Show	All Sections	
			Summer 2021 BUS 20001-01 Business Degree Seminar LEC	
			Summer 2021 BUS 20001-02 Business Degree Seminar LEC	
💌 Email 🛛 📟 Instant Message 🔒		essage 🔒	Summer 2021 BUS-20001-XD9 Crosslist	

- 5. Scroll down to see the classlist for that specific section.
- To see the entire classlist again, change the 'View By' dropdown menu to back to 'User'. Then click the Apply button again.