

How Do I Search for Courses Using CyberFriar?

1. Login to Secure Area or Sign In to Cyber Friar.



2. Enter User ID and PIN (*Click [HERE](#) to Reset PIN or Forgot PIN?*, to reset PIN), then click *Login*.

User Login Page

To access CyberFriar, enter your PC ID Number (Banner ID) and your Personal Identification Number (PIN).

You'll have **3 attempts** to enter your PIN correctly before your account is disabled. If you cannot remember your PIN, use the **Forgot PIN** functionality to reset your PIN using your security question **before** you disable your account.

If you have disabled your account, use the link provided on the screen and follow "PIN reset" instructions sent to your email.

For your protection, please remember to logout and close the browser.

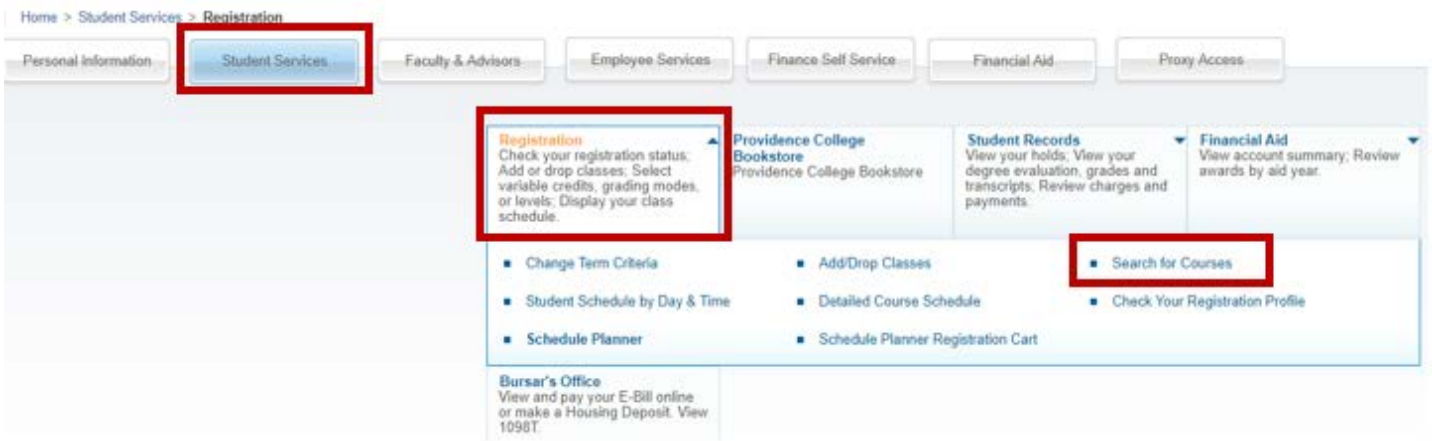
For optimal access, use Firefox or Google Chrome.

[Click HERE to Reset PIN](#)

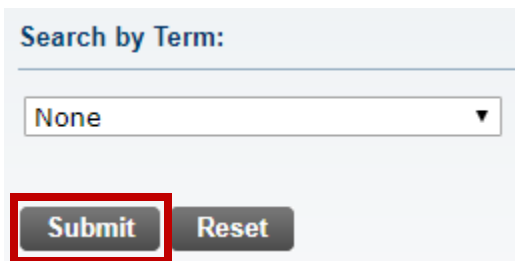
User ID:

PIN:

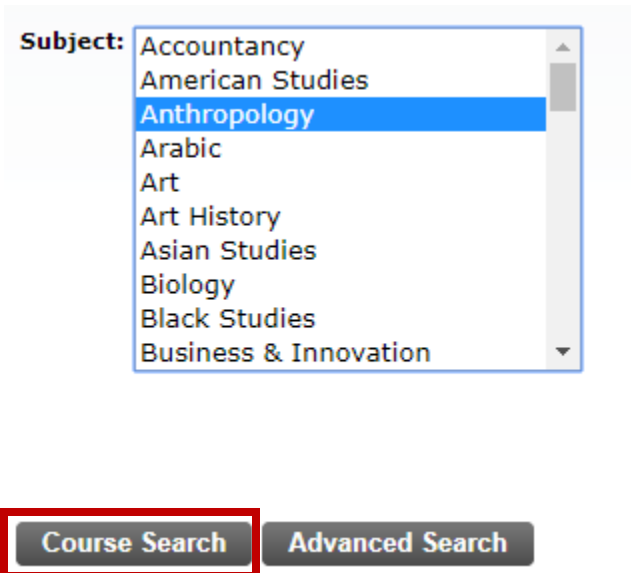
3. Click *Student Services, Registration, Search for Courses.*



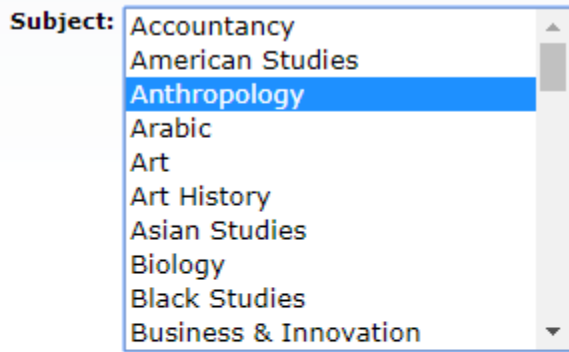
4. Search by Term, use the *dropdown menu* to select the term you wish to search and then click *Submit*.



5. To search by subject, select the Subject you wish to view from the *scrolling menu* then click *Course Search*.

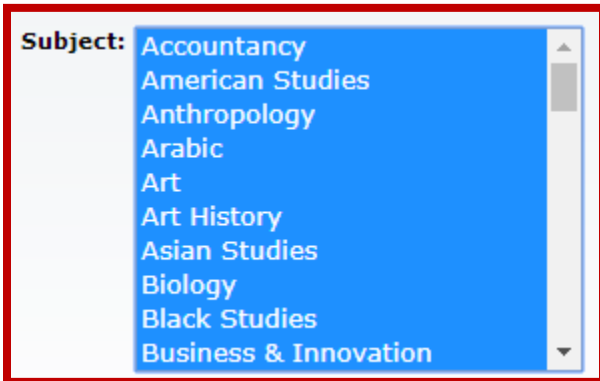


6. To search by Course Number, Title, Schedule Type, Instructional Method, Credit Range, Campus, Part of Term, Instructor, Session, Attribute, Start/End Times, or Days of the Week, click *Advanced Search*.



Course Search **Advanced Search**

7. To search all *Subjects*, highlight all the subjects by clicking on one subject and hitting “Control A” on your keyboard. You can also select all subjects by selecting the first subject and dragging your mouse to the last subject.



8. To use the more *Advanced Search* options, use the *scrolling menus* or fill in the desired search options. An example of this is searching for Undergraduate Cores, such as Intensive Writing I (you must have a subject or all subjects selected).

The screenshot shows an advanced search interface with the following fields and options:

- Subject:** A scrolling menu with options: Accountancy, American Studies, Anthropology, Arabic, Art, Art History, Asian Studies, Biology, Black Studies, Business & Innovation.
- Course Number:** An empty text input field.
- Title:** An empty text input field.
- Schedule Type:** A scrolling menu with options: All, Distance Learning, Field Experience/Practicum.
- Instructional Method:** A scrolling menu with options: All, Continuing Education, Grad Urban Ed w/teach cert.
- Credit Range:** Two text input fields for hours, separated by "hours to".
- Campus:** A scrolling menu with options: All, Continuing Education, Grad Urban Ed w/teach cert.
- Part of Term:** A scrolling menu with options: All, Graduate School, SCE - Full Semester Offering. Below it is the text "Non-date based courses only".
- Instructor:** A scrolling menu with options: All, Abbruzzese, John Edward, Accountancy, PC.
- Session:** A scrolling menu with options: All, Series A, Series B.
- Attribute Type:** A scrolling menu with options: UG Core: Intensive Writing I (highlighted in blue), UG Core: Intensive Writing II, UG Core: Nat Sci - Physics.
- Start Time:** Hour (00), Minute (00), am/pm (am).
- End Time:** Hour (00), Minute (00), am/pm (am).
- Days:** Radio buttons for Mon, Tue, Wed, Thur, Fri, Sat, Sun.
- Section Search** and **Reset** buttons.

9. To check the restrictions (prerequisites, major restrictions, etc.), click *View Sections*.

10. Select the section you wish to view by clicking on the *CRN* (the four digit number next to the course *Subject*).

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title
C	2057	FIN	207	001	UG	3.000	Managerial Finance I
C	2058	FIN	207	002	UG	3.000	Managerial Finance I
C	2062	FIN	207	005	UG	3.000	Managerial Finance I

11. Click on the Title of the course.


Sections Found

Managerial Finance I - 2057 - FIN 207 - 001

Associated Term: Spring 2020
Registration Dates: Oct 28, 2019 to Jan 21, 2020
Levels: School of Continuing Education, Graduate Level, Graduate Level, Graduate, Undergraduate

Undergraduate Campus
 Classroom Based Schedule Type
 3.000 Credits
[View Catalog Entry](#)

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	2:30 pm - 3:45 pm	TR	TBA	Jan 13, 2020 - May 01, 2020	Classroom Based	Michael T. Shafer (P)  , PC Finance

12. Here you can see *Detailed Class Information, Registration Availability, Restrictions, and Prerequisites* for the specific course section. Please note these can be different for each class section, be sure to check by section and do not assume the same class has the same details.

Detailed Class Information

Managerial Finance I - 2057 - FIN 207 - 001

Associated Term: Spring 2020
Levels: School of Continuing Education, Graduate Level, Graduate Level, Graduate, Undergraduate

Undergraduate Campus
 Classroom Based Schedule Type
 3.000 Credits
[View Catalog Entry](#)

Restrictions:
 Must be enrolled in one of the following Levels:
 Undergraduate
 May not be assigned one of the following Student Attributes:
 Finance Fast Track

Prerequisites:
 Undergraduate level [ACC 203](#) Minimum Grade of D- and (Undergraduate level [ECN 101](#) Minimum Grade of D- or Undergraduate level [ECN 102](#) Minimum Grade of D- or Undergraduate level [HON 206](#) Minimum Grade of D- or Undergraduate level [HON 207](#) Minimum Grade of D-)