

Create User Queries in SISC

1. Go to SISC Course Search Screen
2. Click "Standard Section Search" under Standard Queries
3. Enter applicable criteria (example: Campus, Session Year, Session Code, Course Subject)
4. Click Search

The screenshot displays the 'Course Search' application window. The 'Queries' section on the left has 'Standard Section Search' selected. The 'Criteria' section below it contains a table with the following entries:

Field Name	Operator	Value
Campus	=	UBCO
Session Year (eg. 2003)	=	2013
Session Code	=	W
Term	=	<any>
Course Subject (eg. BIOL)	=	*
Course Number (eg. 101)	=	
Course Detail Code (eg. A)	=	
Section	=	
Activity Number	=	<any>
Activity Type	=	<any>
Section Type	=	<any>

At the bottom of the window, there are buttons for 'Search', 'Append', 'Stop', and 'Clear'. On the right side, there are buttons for 'Select All', 'Clear', 'Print', 'Export', and 'Copy'. The 'Results' area on the right is currently empty.

5. Click on "Queries" at the top left hand corner of the screen and select "Save Query".

The screenshot shows the 'Course Search' application window. The 'Queries' menu is highlighted in red at the top left. The main window displays a list of search results with columns: Subject, Course, Dtl Cd, Sec No, Creds, Term, Act Type, Act No, No of Links, Days Met, and Start Time. The results list includes courses like ANTH 100, ANTH 101, ANTH 102, etc., and APSC 110, APSC 170, etc. The 'Queries' menu is open, showing 'Standard Queries' and 'User Queries' options. The 'Criteria' section on the left shows search filters like Campus (UBCO), Session Year (2009), and Session Code (W).

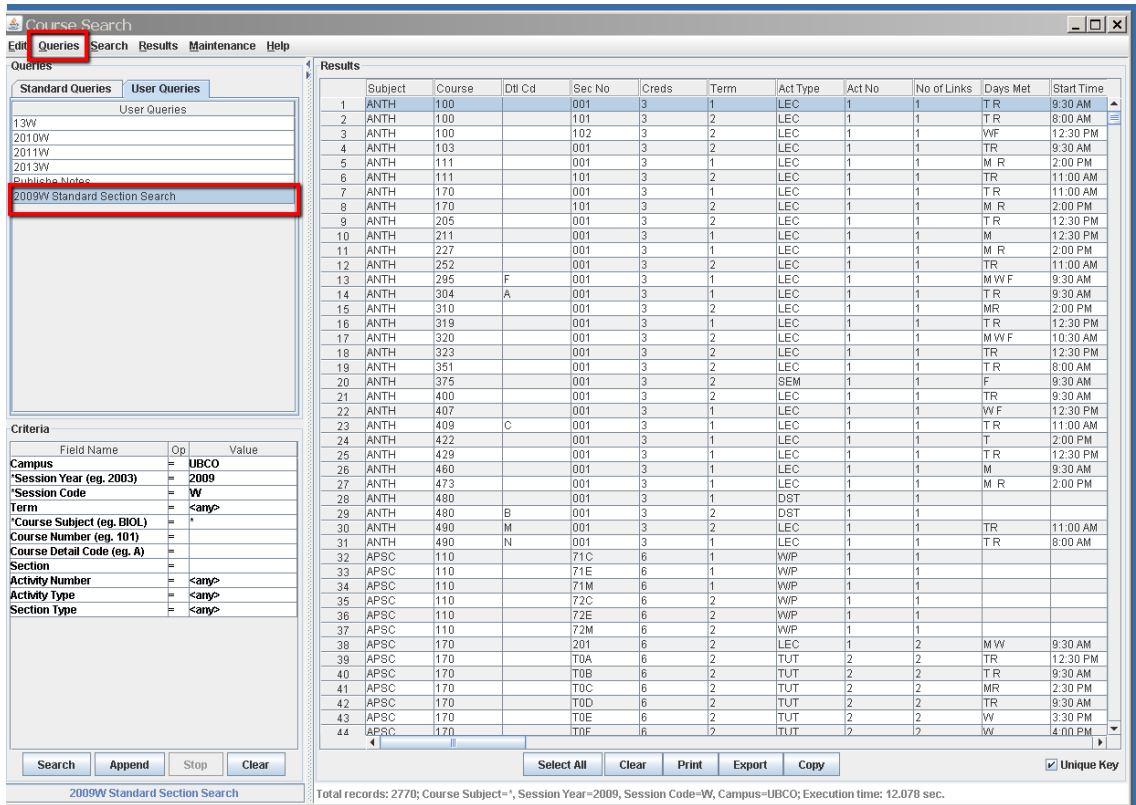
Subject	Course	Dtl Cd	Sec No	Creds	Term	Act Type	Act No	No of Links	Days Met	Start Time
1	ANTH	100	001	3	1	LEC	1	1	TR	9:30 AM
2	ANTH	100	101	3	2	LEC	1	1	TR	8:00 AM
3	ANTH	100	102	3	2	LEC	1	1	WF	12:30 PM
4	ANTH	103	001	3	2	LEC	1	1	TR	9:30 AM
5	ANTH	111	001	3	1	LEC	1	1	M R	2:00 PM
6	ANTH	111	101	3	2	LEC	1	1	TR	11:00 AM
7	ANTH	170	001	3	1	LEC	1	1	TR	11:00 AM
8	ANTH	170	101	3	2	LEC	1	1	M R	2:00 PM
9	ANTH	205	001	3	2	LEC	1	1	TR	12:30 PM
10	ANTH	211	001	3	1	LEC	1	1	TR	12:30 PM
11	ANTH	227	001	3	1	LEC	1	1	M R	2:00 PM
12	ANTH	252	001	3	2	LEC	1	1	TR	11:00 AM
13	ANTH	295	F	001	3	1	LEC	1	M W F	9:30 AM
14	ANTH	304	A	001	3	1	LEC	1	TR	9:30 AM
15	ANTH	310	001	3	2	LEC	1	1	M R	2:00 PM
16	ANTH	319	001	3	1	LEC	1	1	TR	12:30 PM
17	ANTH	320	001	3	2	LEC	1	1	M W F	10:30 AM
18	ANTH	323	001	3	2	LEC	1	1	TR	12:30 PM
19	ANTH	351	001	3	2	LEC	1	1	TR	8:00 AM
20	ANTH	375	001	3	2	SEM	1	1	F	9:30 AM
21	ANTH	400	001	3	2	LEC	1	1	TR	9:30 AM
22	ANTH	407	001	3	1	LEC	1	1	WF	12:30 PM
23	ANTH	409	C	001	3	1	LEC	1	TR	11:00 AM
24	ANTH	422	001	3	1	LEC	1	1	T	2:00 PM
25	ANTH	429	001	3	1	LEC	1	1	TR	12:30 PM
26	ANTH	460	001	3	1	LEC	1	1	M	9:30 AM
27	ANTH	473	001	3	1	LEC	1	1	M R	2:00 PM
28	ANTH	480	001	3	1	DST	1	1		
29	ANTH	480	B	001	3	2	DST	1		
30	ANTH	490	M	001	3	2	LEC	1	TR	11:00 AM
31	ANTH	490	N	001	3	1	LEC	1	TR	8:00 AM
32	APSC	110	71C	6	1	WVP	1	1		
33	APSC	110	71E	6	1	WVP	1	1		
34	APSC	110	71M	6	1	WVP	1	1		
35	APSC	110	72C	6	2	WVP	1	1		
36	APSC	110	72E	6	2	WVP	1	1		
37	APSC	110	72M	6	2	WVP	1	1		
38	APSC	170	201	6	2	LEC	1	2	M W	9:30 AM
39	APSC	170	TOA	6	2	TUT	2	2	TR	12:30 PM
40	APSC	170	TOB	6	2	TUT	2	2	TR	9:30 AM
41	APSC	170	TOC	6	2	TUT	2	2	M R	2:30 PM
42	APSC	170	TOD	6	2	TUT	2	2	TR	9:30 AM
43	APSC	170	TOE	6	2	TUT	2	2	W	3:30 PM
44	APSC	170	TOF	6	2	TUT	2	2	W	4:00 PM

6. Enter Query Name and click Save

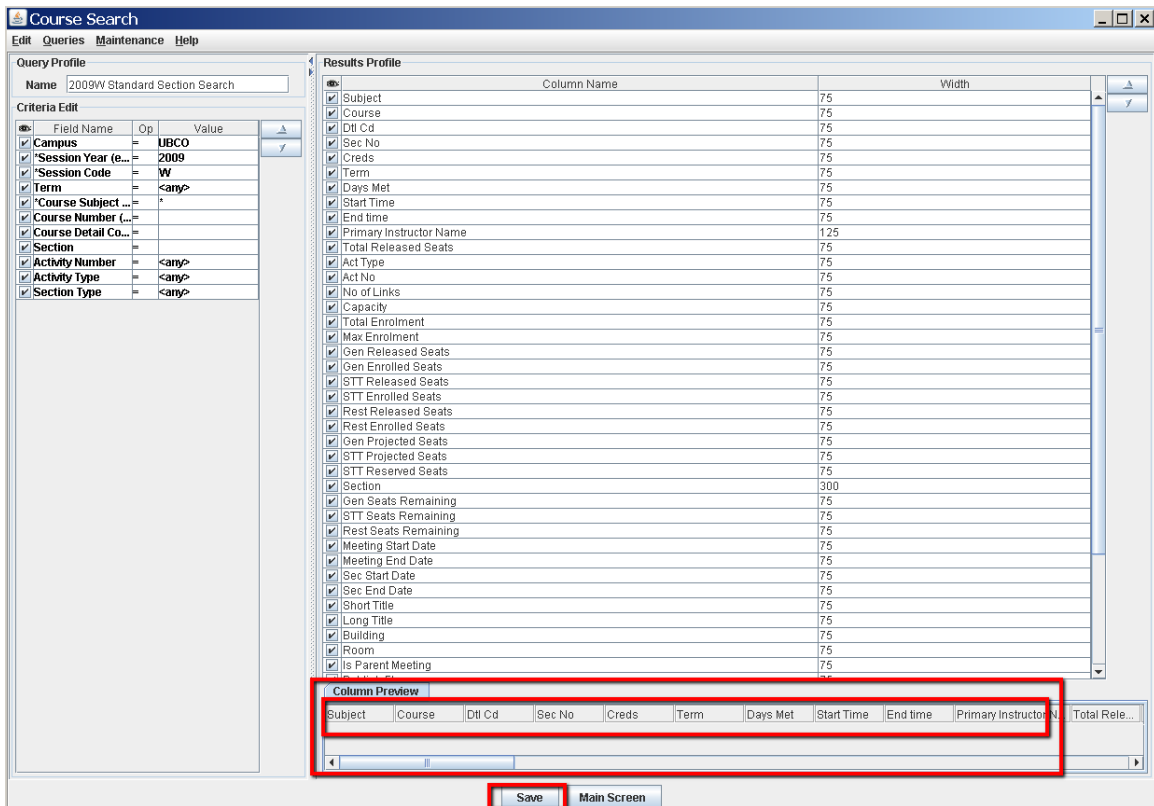
The screenshot shows the 'Course Search' application window. A 'Save - User Query' dialog box is open in the foreground, with a red box highlighting the 'Save' button. The dialog box contains a text field for 'Query Name' with the value '2009W Standard Section Search'. The background shows search results for various subjects like BIOL, ENGL, and MGMT. The 'Criteria' section on the left shows search filters like Campus (UBCO), Session Year (2009), and Session Code (W).

Subject	Course	Dtl Cd	Sec No	Act Type	Term	Days Met	Start Time	End time	Total Rele...	Total Et	
1	ANTH	100	102	LEC	2	WF	12:30 PM	2:00 PM	200	196	
2	APSC	170	103	LEC	1	WF	12:30 PM	2:00 PM	30	27	
3	BIOL	356	001	LEC	2	WF	12:30 PM	2:00 PM	40	14	
4	BIOL	417	001	LEC	2	WF	8:00 AM	9:30 AM	20	12	
5	ECON	345	001	LEC	2	WF	12:30 PM	2:00 PM	70	67	
6	ENGL	112	106	LEC	2	WF	12:30 PM	2:00 PM	35	35	
7	ENGL	222	101	LEC	2	WF	12:30 PM	2:00 PM	45	44	
8	ENGL	317	B	001	LEC	2	WF	12:30 PM	2:00 PM	45	38
9	FREN	222	001	LEC	1	WF	12:30 PM	2:00 PM	35	33	
10	HIST	122	001	LEC	2	WF	12:30 PM	2:00 PM	80	60	
11	MATH	328	001	LEC	2	WF	12:30 PM	2:00 PM	20	9	
12	MATH	463	A	001	LEC	1	WF	12:30 PM	2:00 PM	5	1
13	MATH	605	C	001	LEC	1	WF	12:30 PM	2:00 PM	10	2
14	MGMT	200	102	LEC	2	WF	12:30 PM	2:00 PM	100	100	
15	MGMT	436	001	LEC	1	WF	8:00 AM	9:30 AM	35	15	
16	MGMT	436	002	LEC	1	WF	12:30 PM	2:00 PM	35	23	
17	MGMT	449	B	001	LEC	1	WF	8:00 AM	9:30 AM	40	40
18	MGMT	449	C	001	LEC	1	WF	12:30 PM	2:00 PM	35	21
19	MGMT	449	D	001	LEC	1	WF	12:30 PM	2:00 PM	35	27
20	MGMT	449	E	001	LEC	1	WF	12:30 PM	2:00 PM	32	17
21	MGMT	449	F	001	LEC	1	WF	12:30 PM	2:00 PM	30	25
22	MGMT	449	G	001	LEC	1	WF	12:30 PM	2:00 PM	30	25
23	MGMT	449	H	001	LEC	1	WF	12:30 PM	2:00 PM	80	65
24	MGMT	449	I	001	LEC	1	WF	12:30 PM	2:00 PM	80	251
25	MGMT	449	J	001	LEC	1	WF	12:30 PM	2:00 PM	0	0
26	BIOL	309	001	LEC	1	WF	8:00 AM	9:30 AM	20	16	
27	BIOL	264	001	LEC	4	WF	12:30 PM	2:00 PM	80	52	
28	BIOL	380	001	LEC	1	WF	8:00 AM	9:30 AM	0	0	
29	BIOL	502	001	LEC	1	WF	12:30 PM	2:00 PM	20	6	
30	COSC	310	001	LEC	1	WF	8:00 AM	9:30 AM	20	3	
31	COSC	419	E	001	LEC	2	WF	12:30 PM	2:00 PM	20	4
32	CULT	475	A	001	LEC	1	WF	12:30 PM	2:00 PM	5	1
33	ECON	402	001	LEC	1	WF	12:30 PM	2:00 PM	30	13	
34	ENGL	112	006	LEC	1	WF	12:30 PM	2:00 PM	35	35	
35	ENGL	150	101	LEC	2	WF	12:30 PM	2:00 PM	0	0	
36	ENGL	209	001	LEC	2	WF	12:30 PM	2:00 PM	45	25	
37	ENGL	456	A	001	LEC	1	WF	12:30 PM	2:00 PM	40	40
38	ENGL	460	001	LEC	1	WF	12:30 PM	2:00 PM	45	44	
39	FREN	223	001	LEC	2	WF	12:30 PM	2:00 PM	35	24	
40	FREN	330	001	LEC	1	WF	12:30 PM	2:00 PM	35	19	
41	GEOG	207	001	LEC	1	WF	12:30 PM	2:00 PM	24	8	
42	GEOG	423	001	LEC	2	WF	12:30 PM	2:00 PM	30	24	
43	GEOG	491	N	001	LEC	1	WF	12:30 PM	2:00 PM	20	7
44	HEAL	201	001	LEC	1	WF	12:30 PM	2:00 PM	120	103	

7. Select newly created query under “User Query”
8. Click on “Query” at the top left hand corner of the screen and select edit query.



9. Go to bottom of the screen under “Column Preview” and click and drag criteria into the order required and save.
10. You will then receive the prompt “ Are you sure you want to save this query”. Click Yes



11. Re-run newly created query.
12. Returned criteria should now appear as saved.

Course Search

Edit Queries Search Results Maintenance Help

Queries

Standard Queries User Queries

User Queries

13W
2010W
2011W
2013W
Publish Notes
2009W Standard Section Search

Criteria

Field Name	Op	Value
Campus	=	UBCO
Session Year (eg. 2003)	=	2009
Session Code	=	W
Term	=	<any>
Course Subject (eg. BIOL)	=	*
Course Number (eg. 101)	=	
Course Detail Code (eg. A)	=	
Section	=	
Activity Number	=	<any>
Activity Type	=	<any>
Section Type	=	<any>

Results

	Subject	Course	Dtl Cd	Sec No	Creds	Term	Days Met	Start Time	End time	Primary Instructor N...	Tr
1	ANTH	100		001	3	1	TR	9:30 AM	11:00 AM	French, Diana E.	24
2	ANTH	100		101	3	2	TR	8:00 AM	9:30 AM	Dods, R. Robin	11
3	ANTH	100		102	3	2	WF	12:30 PM	2:00 PM	De Burgos, Hugo	24
4	ANTH	103		001	3	2	TR	9:30 AM	11:00 AM	Garvin, Richard D.	24
5	ANTH	111		001	3	1	M R	2:00 PM	3:30 PM	Peacock, Sandra	14
6	ANTH	111		101	3	2	TR	11:00 AM	12:30 PM	Peacock, Sandra	14
7	ANTH	170		001	3	1	TR	11:00 AM	12:30 PM	Schreyer, Christine	11
8	ANTH	170		101	3	2	M R	2:00 PM	3:30 PM	Schreyer, Christine	66
9	ANTH	205		001	3	2	TR	12:30 PM	2:00 PM	Dods, R. Robin	44
10	ANTH	211		001	3	1	M	12:30 PM	2:00 PM	Dods, R. Robin	66
11	ANTH	227		001	3	1	M R	2:00 PM	3:30 PM	De Burgos, Hugo	94
12	ANTH	252		001	3	2	TR	11:00 AM	12:30 PM	French, Diana E.	86
13	ANTH	295	F	001	3	1	M W F	9:30 AM	10:30 AM	Steager, Peter	44
14	ANTH	304	A	001	3	1	TR	9:30 AM	11:00 AM	Garvin, Richard D.	44
15	ANTH	310		001	3	2	MR	2:00 PM	3:30 PM	Peacock, Sandra	34
16	ANTH	319		001	3	1	TR	12:30 PM	2:00 PM	Garvin, Richard D.	44
17	ANTH	320		001	3	2	M W F	10:30 AM	11:30 AM	De Burgos, Hugo	66
18	ANTH	323		001	3	2	TR	12:30 PM	2:00 PM	Garvin, Richard D.	24
19	ANTH	351		001	3	2	TR	8:00 AM	9:30 AM	McPherson, Naomi	66
20	ANTH	375		001	3	2	F	9:30 AM	12:30 PM	Evans, Michael J.	24
21	ANTH	400		001	3	2	TR	9:30 AM	11:00 AM	French, Diana E.	34
22	ANTH	407		001	3	1	W F	12:30 PM	2:00 PM	Steager, Peter	34
23	ANTH	409	C	001	3	1	TR	11:00 AM	12:30 PM	French, Diana E.	34
24	ANTH	422		001	3	1	T	2:00 PM	5:00 PM	Dods, R. Robin	24
25	ANTH	429		001	3	1	TR	12:30 PM	2:00 PM	De Burgos, Hugo	34
26	ANTH	460		001	3	1	M	9:30 AM	12:30 PM	Peacock, Sandra	24
27	ANTH	473		001	3	1	M R	2:00 PM	3:30 PM	Schreyer, Christine	34
28	ANTH	480		001	3	1					0
29	ANTH	480	B	001	3	2					0
30	ANTH	490	M	001	3	2	TR	11:00 AM	12:30 PM	Schreyer, Christine	34
31	ANTH	490	N	001	3	1	TR	8:00 AM	9:30 AM	Steager, Peter	66
32	APSC	110		71C	6	1					54
33	APSC	110		71E	6	1					54
34	APSC	110		71M	6	1					54
35	APSC	110		72C	6	2					54
36	APSC	110		72E	6	2					54
37	APSC	110		72M	6	2					54
38	APSC	170		201	6	2	M W	9:30 AM	10:30 AM	Labun, Andrew	14
39	APSC	170		20A	6	2	TR	12:30 PM	2:30 PM	Taheri, Ray	34
40	APSC	170		20B	6	2	TR	9:30 AM	11:30 AM		34
41	APSC	170		20C	6	2	MR	2:30 PM	4:30 PM	Yan, Claire	34
42	APSC	170		20D	6	2	TR	9:30 AM	11:30 AM	Taheri, Ray	34
43	APSC	170		20E	6	2	W	3:30 PM	5:30 PM	Cao, Yang	34
44	APSC	170		20F	6	2	W	4:00 PM	6:00 PM		n

Select All Clear Print Export Copy Unique Key

Total records: 2770; Course Subject=*, Session Year=2009, Session Code=W, Campus=UBCO; Execution time: 12.828 sec.