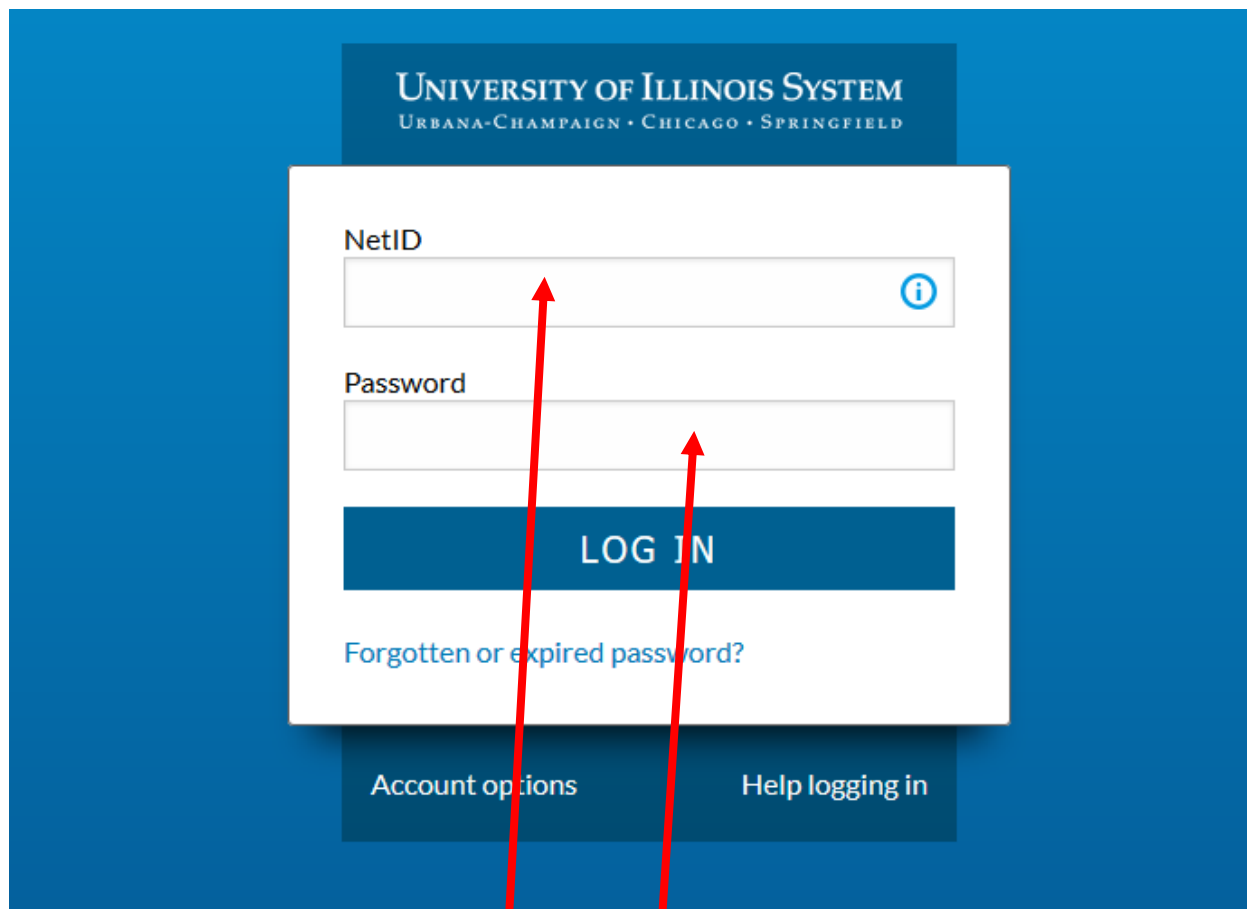


## Banner 9 Section Maximum

This document will updating the section maximum seats on SSAECT in Banner 9.



UNIVERSITY OF ILLINOIS SYSTEM  
URBANA-CHAMPAIGN • CHICAGO • SPRINGFIELD

NetID

Password

LOG IN

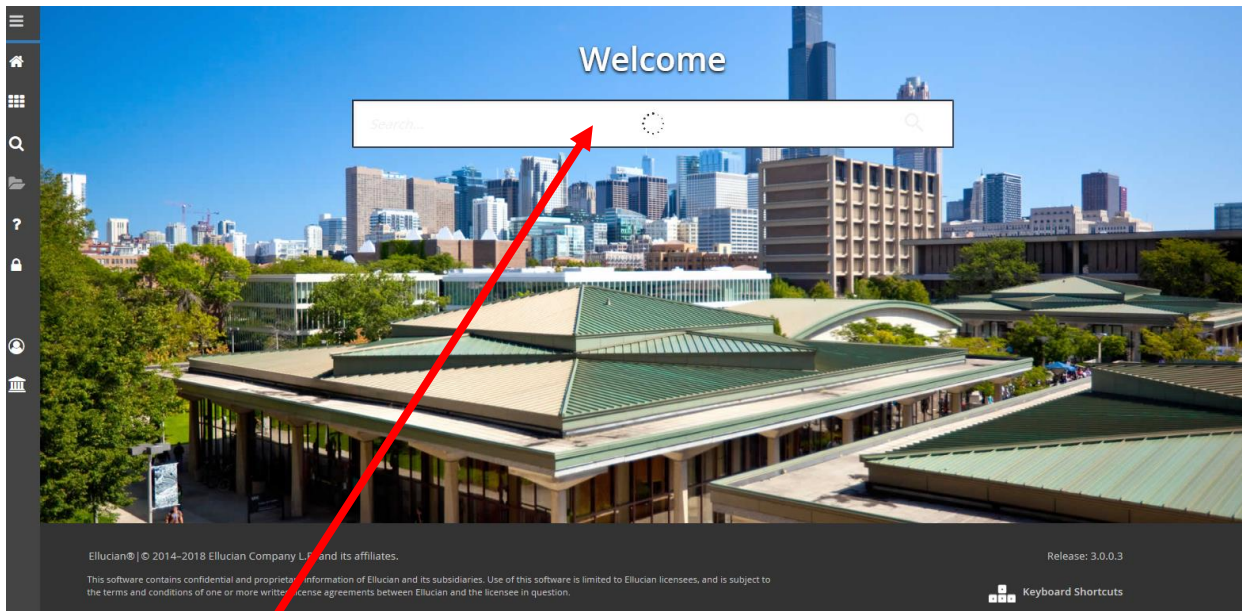
[Forgotten or expired password?](#)

[Account options](#) [Help logging in](#)

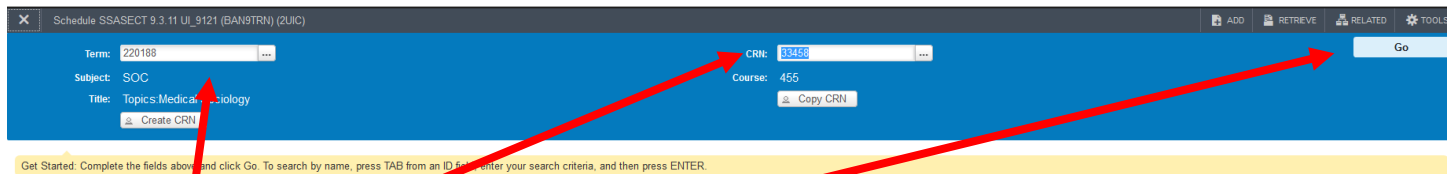
1. Log into Banner by entering in your NetID and Password:



The landing page will display



2. Enter SSASECT in the Search box under Welcome.



3. Enter Term, CRN and click Go.



Schedule SSASECT 9.3.11 UI\_9121 (BAN9TRN) (2UIC)

Term: 220188 CRN: 33458 Subject: SOC Course: 455 Title: Topics Medical Sociology Start Over

Course Section Information Section Enrollment Information Meeting Times and Instructor Section Preferences

**COURSE SECTION INFORMATION**

Subject	SOC	SOCIOLOGY	Campus	200	Chicago	Grade Mode	
Course Number	455		Status	C	Cancelled	Session	
Title	Topics Medical Sociology		Schedule Type	LCD	Lecture-Discussion	Special Approval	
Section *	0		Instructional Method			Duration	
Cross List			Integration Partner				

**CLASS TYPE**

Traditional Class

Part of Term	1	08/27/2018	12/07/2018	16
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Open Learning Class

Registration Dates

Start Dates			Processing Rules
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Maximum Extensions

0

**CREDIT HOURS**

Credit Hours	3.000	4.000	4.000	Lecture	
Credit Hours Indicator	None	To	Or	Lecture Indicator	None To Or
Billing Hours	3.000	4.000	4.000	Lab	
Billing Hours Indicator	None	To	Or	Lab Indicator	None To Or
Contact Hours				Other	
Contact Hours Indicator	None	To	Or	Other Indicator	None To Or

**CLASS INDICATORS**

4. Click on Section Enrollment Information.

Term: 220188 CRN: 33458 Subject: SOC Course: 455 Title: Topics Medical Sociology Start Over

Course Section Information Section Enrollment Information Meeting Times and Instructor Section Preferences

Enrollment Details Reserved Seats

**ENROLLMENT DETAILS**

Maximum *	8	Waitlist Maximum *	0	Projected *	5
Actual	0	Waitlist Actual	0	Prior	0
Remaining		Waitlist Remaining	0	<input type="checkbox"/> Reserved	

Generated Credit Hours

4.00

Census One

Enrollment Count	0	Freeze Date	08/27/2018
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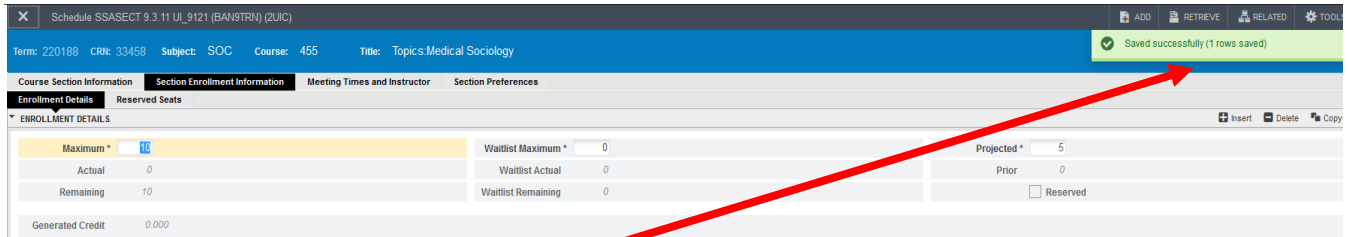
Census Two

Enrollment Count	0	Freeze Date	09/07/2018
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Add Authorization Registration Dates

SAVE

5. Enter the new Maximum and Click Save.

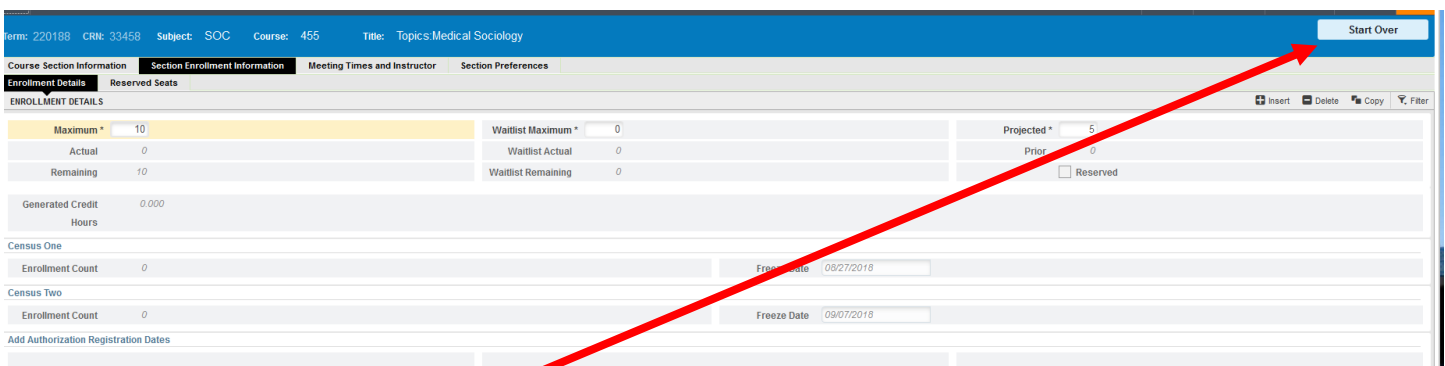


6. If saved the message “Saved successfully (1 rows saved)” will appear in the notifications.

**Change another record:**



1. Click on the number in the notification center to remove the notification from the webpage.



2. Click on Start Over.

A screenshot of a web-based course search interface. The interface has a blue header bar with a search form. The form contains the following fields: "Term:" with the value "220188", "Subject:" with the value "SOC", "Title:" with the value "Topics: Medical Microbiology", and "CRN:" with the value "33438". There is also a "Course:" field with the value "455" and a "Copy CRN" button. A "Go" button is located on the right side of the header bar. Below the header bar is a yellow banner with the text: "Get Started: Complete the fields above and click Go. To search by name, press TAB from an ID field, enter your search criteria, and then press ENTER." Three red arrows point from the text below to the "Term:" field, the "CRN:" field, and the "Go" button.

3. Enter Term, CRN and click Go.

4. Repeat steps 4 -6.