

HIGHPOINT CX (CAMPUS EXPERIENCE) HOW TO EDIT A RECITATION OR A LAB

1. Access PeopleSoft/HighPoint CX through **my.pitt.edu**.
 - a. Search for **PeopleSoft/HighPoint CX** and click on the icon. It will take you straight to your **Dashboard**.

The screenshot shows the myPitt website interface. At the top, the search bar contains the text "peoplesoft highpoint cx". Below the search bar, there are three notification cards: "Student Information System Unavailable...", "Register Today for Your COVID-19 Vaccine...", and "Call for Proposals: 2021 Diversity Forum". Below these cards is a "VIEW ALL" button. The main content area is titled "Search Results: Tasks" and contains four task cards. The first card, "PeopleSoft/HighPoint CX", is highlighted with a green box and a green arrow pointing to it from the left. A green arrow also points from the search bar to this card. The other three cards are "PeopleSoft Student Information System", "Student Center", and "PeopleSoft Mobile". Each card has an icon, a title, a subtitle, and a small "i" and heart icon at the bottom right.

https://my.pitt.edu

University of Pittsburgh | myPitt

peoplesoft highpoint cx

Browse Categories ▾ All Campuses ▾ All Roles ▾

Search Results

Sign In ▾

Student Information System Unavailable ... ✕
PeopleSoft and PeopleSoft Mobile will be unavailable during vendor maintenance, from 7 p.m. on Saturday, Apr. 24 to 7 p.m. on Sunday...
[view more...](#)

Register Today for Your COVID-19 Vaccine... ✕
Go to <https://pitt.vras> and use code H2Pvax21 to register for a vaccine appointment Wednesday, April 21.
[view more...](#)

Call for Proposals: 2021 Diversity Forum ✕
Anyone is welcome to submit workshop proposals for this year's forum, themed Dismantling Oppressive Systems: Building Just...
[view more...](#)

VIEW ALL

Search Results: Tasks Back

PeopleSoft/HighPoint CX
HighPoint Campus Experience (A...
i *♥*

PeopleSoft Student Information System
PeopleSoft (All Campuses)
i *♥*

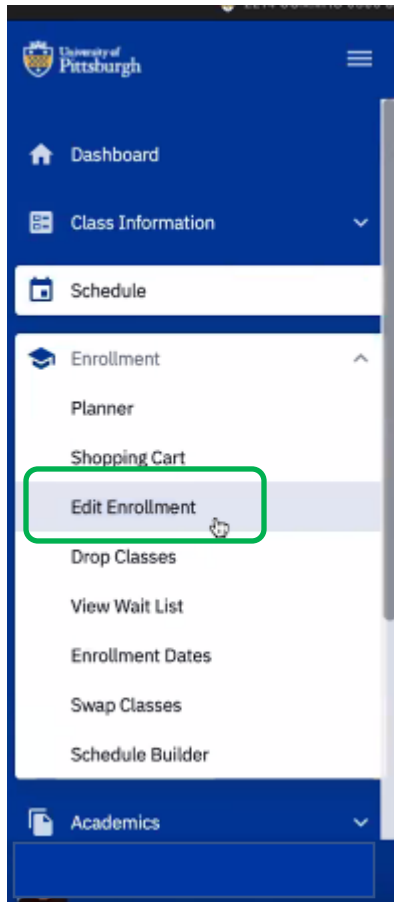
Student Center
PeopleSoft (All Campuses)
i *♥*

PeopleSoft Mobile
PS Mobile (All Campuses)
i *♥*

2. Click on **Enrollment** along the left-hand side.



3. Then, click on **Edit Enrollment** as shown below.



4. Select a class from your schedule and click on **Edit** along the right-hand side.

Term: Spring Term 2020-2021

Select a class from your schedule.

CLASS	DESCRIPTION	DAYS	START	END	INSTRUCTOR	STATUS	
COMMRC 0300 1100-LEC (10884)	COMMUNICATION PROCESS	Mo	6:30 pm	9:00 pm	Georgia Bedford		Edit
NROSCI 0081 1015-LEC (10985)	DRUGS AND BEHAVIOR	MoWeFr	10:00 am	10:50 am	Sara Morrison		Edit
GEOL 0820 1015-LEC (11079)	NATURAL DISASTERS	MoWe	2:20 pm	3:10 pm	Michael Ramsey		Edit
CS 0007 1095-LEC (32144)	INTRO TO COMPUTER PROGRAMMING	TuTh	4:30 pm	5:45 pm	Donald Bonidle		Edit

5. Find an open recitation or lab section that is open (shown as a green square) and click inside the radial button along the right-hand side next to that open lab or recitation. Then click on **Continue** to confirm your changes.

Edit Class Sections ✕

Select Recitation section

CLASS #	SECTION	DAYS	START	END	ROOM	INSTRUCTOR	STATUS	
REC (11285)	1022	Fr	1:15 pm	2:05 pm	WEB Based Class	Michael Ramsey, ...	■ 0/30	<input type="radio"/>
REC (11081)	1025	Th	12:10 pm	1:00 pm	WEB Based Class	Michael Ramsey, ...	■ 0/30	<input type="radio"/>
REC (11080)	1030	Tu	10:00 am	10:50 am	WEB Based Class	Michael Ramsey, ...	■ 0/30	<input type="radio"/>
REC (11082)	1035	Tu	5:30 pm	6:20 pm	WEB Based Class	Michael Ramsey, ...	■ 2/30	<input checked="" type="radio"/>
REC (11083)	1050	We	10:00 am	10:50 am	WEB Based Class	Michael Ramsey, ...	■ 0/30	<input type="radio"/>

CancelContinue