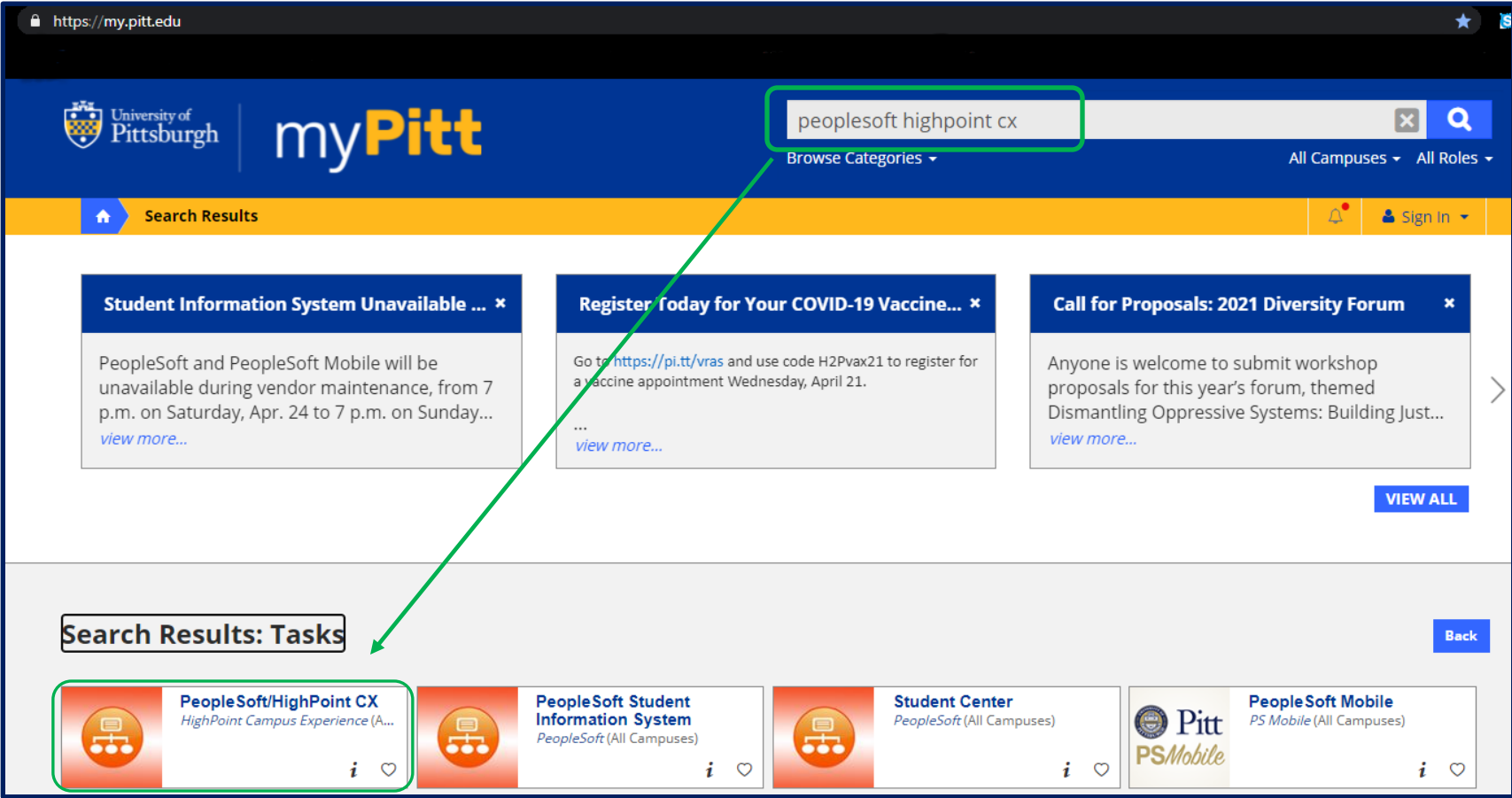
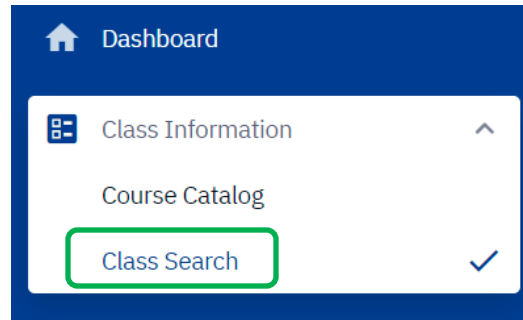


PEOPLESOFT/HIGHPOINT CX HOW TO ADD A COURSE TO YOUR SHOPPING CART

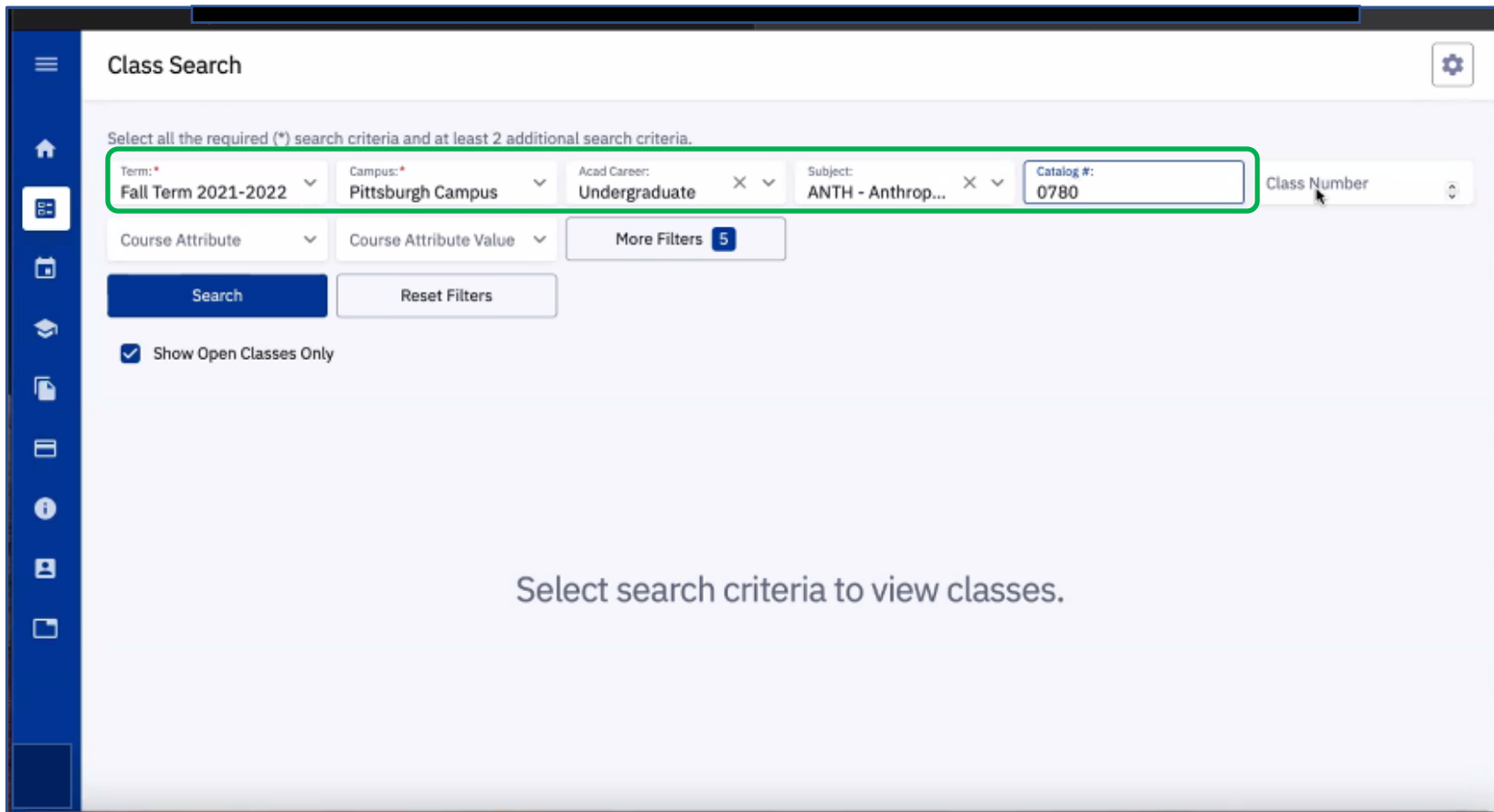
Access the PeopleSoft/HighPoint CX through my.pitt.edu and search for PeopleSoft/HighPoint CX



1. From the left-hand menu, click Class Information, then Class Search to search for a course.



2. Choose the term, Pittsburgh Campus, Undergraduate and then the Subject and Catalog Number if known. The example below shows **ANTH 0780 Introduction to Cultural Anthropology**.



3. Select your desired section. In the **SECTION** column, LEC stands for Lecture and REC stands for recitation. This class requires you to enroll in a lecture and a corresponding recitation.

Show Open Classes Only

INTRODUCTION TO CULTURAL ANTHROPOLOGY | ANTH 0780

CAMPUS	SECTION	TOPIC	SESSION	DAYS	START	END	ROOM	DATES	INSTRUCTOR	STATUS
> Pittsburgh Campus	1000-LEC (30687)	-	AT	TuTh	11:00 am	11:50 am	157 Benedum...	08/27 - 12/10	Gabby Yearwood	32/200
> Pittsburgh Campus	1006-REC (30694)	-	AT	Fr	10:00 am	10:50 am	135 Chevron ...	08/27 - 12/10	Gabby Yearwood	4/25
> Pittsburgh Campus	1008-REC (30696)	-	AT	Fr	1:00 pm	1:50 pm	252 Cathedral...	08/27 - 12/10	Gabby Yearwood	13/25
> Pittsburgh Campus	1009-LEC (30688)	-	AT	MoWe	11:00 am	11:50 am	125 Frick Fine...	08/27 - 12/10	Heath Cabot	1/200
> Pittsburgh Campus	1015-REC (30702)	-	AT	Th	12:00 pm	12:50 pm	105 Lawrence...	08/27 - 12/10	Heath Cabot	1/25

END OF SEARCH RESULTS

4. To view the class details, click on the side arrow next to the lecture (LEC). Here you will find a course description, and course Attributes. It will show if the course can satisfy a DSAS general education requirement or not. This course can satisfy either the Social Science gen ed **or** the Cross-Cultural Awareness gen ed, but **not both**. It could also count toward the Children's Literature, Asian Studies or Global Studies Certificate. Click on Add to Cart.

Pittsburgh Campus 1000-LEC (30687) AT TuTh 11:00 am 11:50 am 157 Benedum... 08/27 - 12/10 Gabby Yearwood 32/200

INFORMATION

Class Number: 30687
Career: Undergraduate
Session: Academic Term
Units: 3 units
Grading: LG/SNC Elective Basis
Description: By examining the behavior and customs of peoples throughout the world, the course considers what it means to be human. We will describe the patterns of marriage, family organization, warfare and political behavior, economic systems, rituals, etc., Of other peoples, especially those of tribal societies, and compare these with American social patterns. Anthropological films and slide presentations will supplement lectures.

Class Attributes: DSAS Cross-Cult. Awareness General Ed. Requirement
DSAS Social Science General Ed. Requirement
Children's Literature
SCI Polymathic Contexts: Global&Cross Cul GE. Req.
SCI Polymathic Contexts: Soc/Behav. GE. Req.
Asian Studies
Global Studies

DETAILS

Instructor: Gabby Yearwood
Dates: 08/27/2021 - 12/10/2021
Meets: TuTh 11:00am - 11:50am
Room: 157 Benedum Hall
Campus: Pittsburgh Campus
Location: Pittsburgh Campus
Components: Lecture Required, Recitation Required

See Location

TEXTBOOKS

AVAILABILITY

A&S LC In the Museum
Reserved Seats Open: 15/15
Reserved until: 08/13/2021

Add To Planner Add To Schedule Builder Add To Cart Enroll

5. This will bring up the recitations associated with the ANTH 0780 course. Choose one that is open (showing as a green square) and then click continue.

Related Classes

REC (30690)	1002	Tu	4:00 pm	4:50 pm	5400 Wesley W P...	Gabby Yearwood	0/25	<input type="radio"/>
REC (30691)	1003	Th	12:00 pm	12:50 pm	3415 Wesley W P...	Gabby Yearwood	0/25	<input type="radio"/>
REC (30692)	1004	Th	4:00 pm	4:50 pm	5405 Wesley W P...	Staff	0/10	<input type="radio"/>
REC (30693)	1005	Fr	9:00 am	9:50 am	5405 Wesley W P...	Gabby Yearwood	0/25	<input type="radio"/>
REC (30694)	1006	Fr	10:00 am	10:50 am	135 Chevron Scie...	Gabby Yearwood	4/25	<input checked="" type="radio"/>
REC (30695)	1007	Fr	12:00 pm	12:50 pm	358 Cathedral of L...	Gabby Yearwood	0/25	<input type="radio"/>
REC (30696)	1008	Fr	1:00 pm	1:50 pm	252 Cathedral of L...	Gabby Yearwood	13/25	<input type="radio"/>

6. Click on Save. That will bring you back to your dashboard.

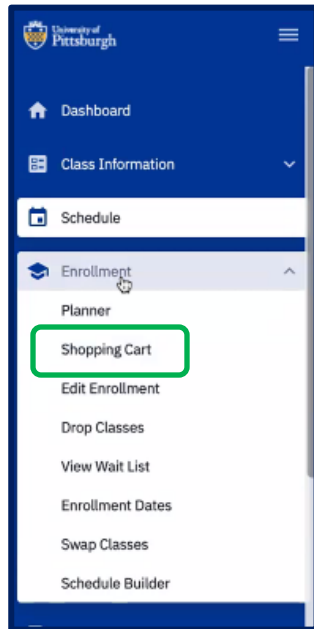
Enrollment options

ANTH 0780: INTRO TO CULTURAL ANTHROPOLOGY | 1000 - 30687

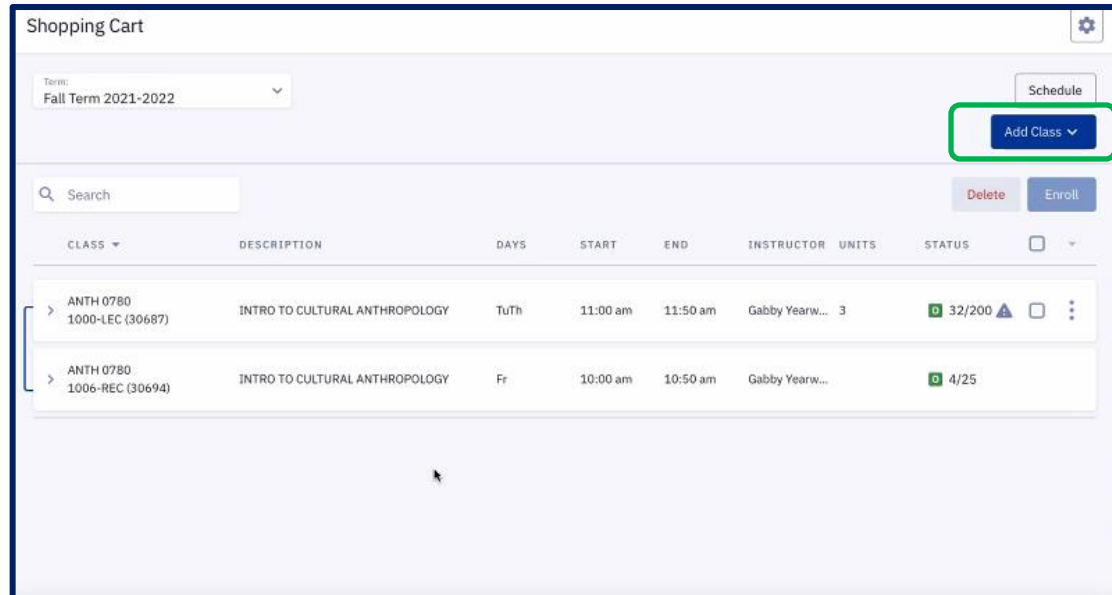
Grading*
Letter Grade Permission Number

Wait list if class is full

7. Click on Shopping Cart.



8. Then click on Add Class.





9. Lastly, click on Enroll.

The screenshot shows a 'Shopping Cart' interface. At the top, there is a 'Term:' dropdown menu set to 'Fall Term 2021-2022'. To the right are 'Schedule' and 'Add Class' buttons. Below this is a search bar and a 'Delete' button. A table lists two classes, both 'INTRO TO CULTURAL ANTHROPOLOGY'. The first class is 'ANTH 0780 1000-LEC (30687)' with 3 units and a status of 32/200. The second is 'ANTH 0780 1006-REC (30694)' with 4/25 units. The 'Enroll' button in the table is highlighted with a green box.

CLASS	DESCRIPTION	DAYS	START	END	INSTRUCTOR	UNITS	STATUS	
> ANTH 0780 1000-LEC (30687)	INTRO TO CULTURAL ANTHROPOLOGY	TuTh	11:00 am	11:50 am	Gabby Yearw...	3	0 32/200 ⚠	✓ ⋮
> ANTH 0780 1006-REC (30694)	INTRO TO CULTURAL ANTHROPOLOGY	Fr	10:00 am	10:50 am	Gabby Yearw...		0 4/25	

Troubleshooting:

If you come across a course that is showing as open with 0 seats, but has a  symbol next to it, the course may or may not be open to you. As the example below shows, the remaining open seats in the ADMJ 0500 course are restricted to students in the College of General Studies and therefore if you are in another Pitt School such as the Dietrich School of Arts & Sciences or Engineering or Nursing or the College of Business Administration etc. you would not be able to enroll in that course at this time and will need to choose an alternative course.

CLASS	DESCRIPTION	DAYS	START	END	INSTRUCTOR	UNITS	STATUS
> ADMJ 0500 7020-LEC (12232)	INTRO TO ADMIN OF JUSTICE	Fr	9:00 am	11:20 am	Chad Ranni...	3	0 16/35 
> ADMJ 1235 7010-LEC (12217)	ORGANIZED CRIME	Th	6:00 pm	8:30 pm	Mark Serge		
> CGS 0092 7010-LEC (31269)	MASTERING THE UNIVERSITY	We	5:00 pm	5:50 pm	Staff		
> HIST 0150 1300-LEC (22272)	HISTORY OF MODERN IRELAND	TuTh	11:00 am	12:15 pm	Rachel Opp...		
> SPAN 0101 1020-LEC (26874)	ELEMENTARY SPANISH 1	MoWeFr	8:00 am	8:50 am	Staff		

Reserved Seats Info | 7020 (12232)

Unreserved Seats Open: 0



Reserved seats information:
Seats in this class have been reserved for students for the specified programs, majors or groups listed below. Reserved seats are subject to change without notice.

College of General Studies

Reserved Seats Open: 16/20

Reserved until: 08/01/2021

In the next example, it shows a course that is closed and has a waitlist available. Although the HIST 0150 course is closed, it shows that there are 20 out of 20 waitlist spots available. As a student you can waitlist for up to 8 credits worth of coursework. Waitlisted credits do not go towards full time enrollment as you are not technically enrolled in the course(s) yet. It is only if a seat becomes available that you would move from being on the waitlist to being formally enrolled in the course for credit(s). The waitlist process runs on the hour ever hour. If enrolled, you will receive an email to your Pitt account from the registrar's office. Please refer to our separate document on how to waitlist for a section of a course.

▼ HIST 0150 1300-LEC (22272)	HISTORY OF MODERN IRELAND	TuTh	11:00 am	12:15 pm	Rachel Opp...	3	 20/20  0/35
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