



BLENDED COURSE SCHEDULE – *How-To Guide*

How to verify the course delivery methods for registered classes.

1. To begin, go to [MySam](#), on the Registration tab, select “**Register for Classes**”

The screenshot shows the MySam website interface. On the left is a navigation sidebar with the following items: All Users, Campus Resources, My Account, Registration (highlighted with a red box), Employees, Faculty, and Students. The main content area is divided into two columns. The left column is titled "Before You Register" and contains a magnifying glass icon, the text "Prepare and get set to register for classes.", a "Before You Register Checklist →" button, and a list of links: TSI (with sub-links for View Test Scores, Undergraduates, and Graduates), Pre-Registration Notices, and Clear your holds. The right column is titled "Register for Classes" and contains a pencil icon, the text "Add classes and setup your class schedule.", a "Register for Classes →" button (highlighted with a red arrow pointing to it from the right), and a list of links: View registration start times, Plan Ahead, How to register, Error solutions, Waitlist guide, and Find / Order Text Books. The top of the page features the SHSU logo and navigation links for SHSUOnline, Blackboard, E-mail, SamWeb, and Log out.


2. Select “**View Registration Information**”

The screenshot shows a section titled "What would you like to do?". It contains six options, each with an icon and a brief description. The "View Registration Information" option is highlighted with a red box. The options are: Prepare for Registration (clipboard icon), Register for Classes (calendar icon), Plan Ahead (stack of books icon), Browse Classes (magnifying glass icon), View Registration Information (shopping cart icon), and Browse Course Catalog (book icon).




3. Select the **Term Dropdown** and choose the appropriate semester.

Look up a Schedule

Class Schedule 


Term:

Spring 2018

Title 

▶ Ancient History

▶ Social Psychology

Class Schedule 

Term:

Spring 2018

Summer 2019

Fall 2019

Spring 2020

Summer 2020

Fall 2020

ax: 9



4. Tap the **Title** of your class.

The screenshot shows a 'Class Schedule' interface. At the top, there is a 'Term:' dropdown menu set to 'Fall 2020'. Below this is a 'Title' dropdown menu with a gear icon. A list of class titles is displayed below the dropdown: 'Criminl Justc & Social Divrsty', 'Intro to Technical Writing', and 'Personality'. The 'Personality' entry is highlighted with a red rectangular box.

5. Under **Class Details**, view the **Instructional Method**.

This will indicate the course delivery format (Blended, Online, or Face-to-Face)

The screenshot shows the 'Class Details for Personality Psychology 4331 01' page. At the top, there is a blue header with the class name and a close button. Below the header, there is an information icon and the text 'Term: 202080 | CRN: 83730'. The main content area is titled 'Class Details' and contains the following information: 'Associated Term: Fall 2020', 'CRN: 83730', 'Campus: Main', 'Schedule Type: Lecture', 'Instructional Method: Blended Course', 'Section Number: 01', 'Subject: Psychology', 'Course Number: 4331', 'Title: Personality', 'Credit Hours: 3', and 'Grade Mode: U'. The 'Instructional Method: Blended Course' line is highlighted with a red rectangular box. A large red arrow points from the right side of the page towards this highlighted text, with the text 'View the course delivery format' inside the arrow.



6. Select the **Instructor/Meeting Times** tab to view the class location and time.

Class Details for Personality Psychology 4331 01

Term: 202080 | **CRN:** 83730

Class Details

Associated Term: Fall 2020
CRN: 83730
Campus: Main
Schedule Type: Lecture
Instructional Method: Blended Course
Section Number: 01
Subject: Psychology
Course Number: 4331
Title: Personality
Credit Hours: 3
Grade Mode: U

Bookstore Links

Course Description

Syllabus

Attributes

Restrictions

Instructor/Meeting Times

Under Instructor, verify the class building, room and meeting time:

Instructor/Meeting Times

Instructor: Ruchensky, Jared (Primary)

S M T W T F S

08/17/2020 -
12/09/2020
Type: Lecture

02:00 PM - 03:15 PM
Main Campus | LEE DRAIN
BUILDING | Room 00213

7. Visit Blackboard for more details

Questions?

Contact the Registrar's Office at (936) 294-1040 or registrar@shsu.edu