



Student Planning | Course enrolment *redefined*

# WebAdvisor & Student Planning Guide

Searching for Courses: Faculty & Staff



IMPROVE LIFE.

UNIVERSITY OF  
**GUELPH-HUMBER**

## Searching for Courses: Faculty & Staff

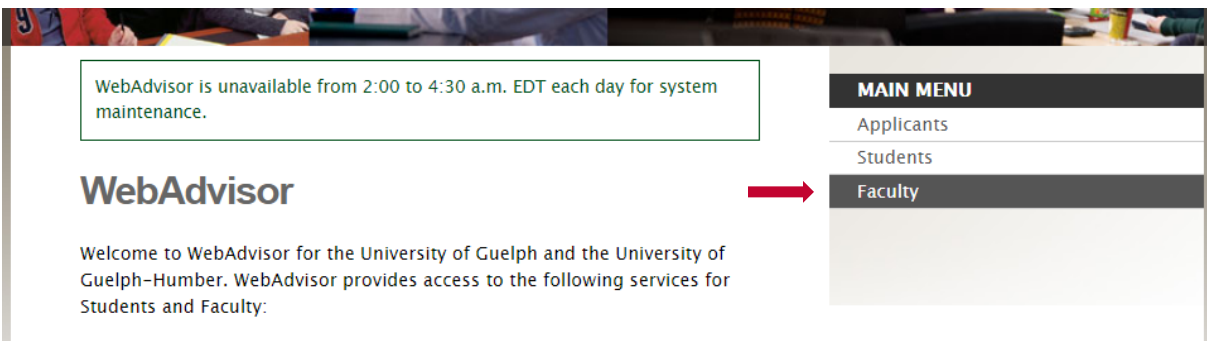
### Validating Scheduling Section Details

Faculty and staff can continue to use the old Search for Sections tool on WebAdvisor to review capacity, meeting times, rooms, instructors, course titles, final exam information, etc. It can be accessed by going to WebAdvisor (<https://webadvisor.uoguelph.ca>), clicking on the **Faculty** link on the right-hand side, under Main Menu, and then selecting **Search for Sections** under the Faculty Information menu.

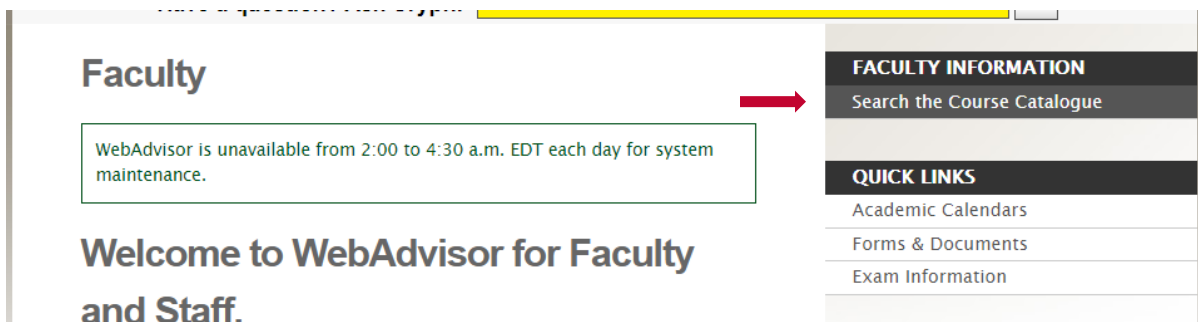
### Searching for Courses

The new Course Catalogue in WebAdvisor provides multiple search options to help you find the information you need about courses at the University of Guelph, Ridgetown Campus and University of Guelph-Humber.

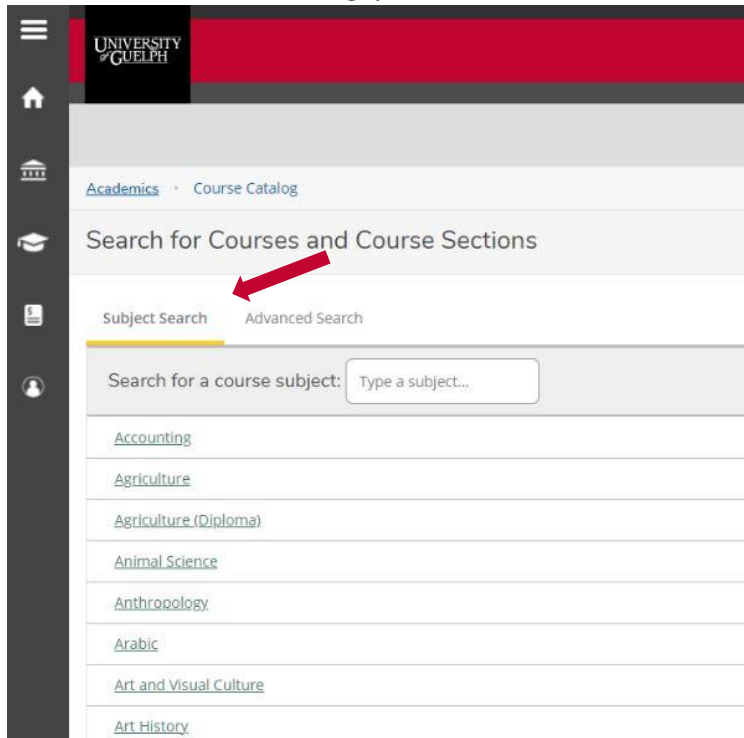
1. To begin, go to WebAdvisor at <https://webadvisor.uoguelph.ca>.
2. Click on the **Faculty** link on the right-hand side, under Main Menu. (You can also access the Course Catalogue at the Students link. The same steps below will apply. No login is required.)



3. Under the Faculty Information menu, select **Search the Course Catalogue**.

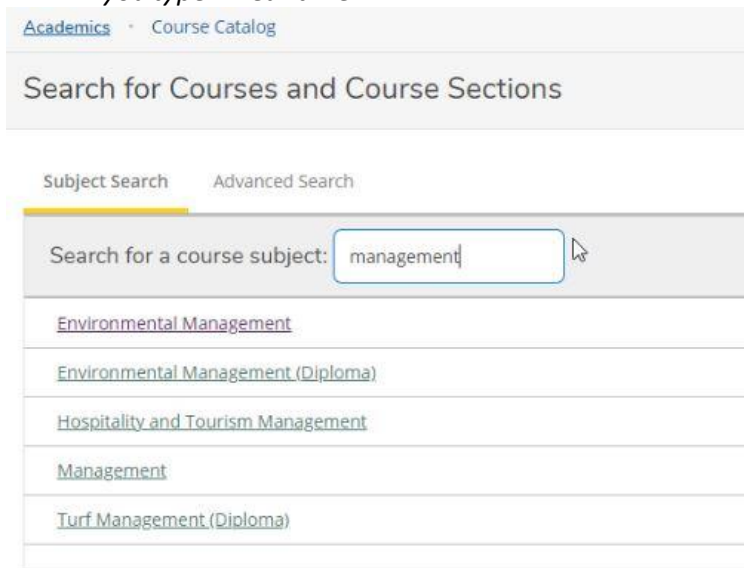


4. In the Course Catalog, you will notice the two tabs: **Subject Search** and **Advanced Search**.



### Subject Search Tab

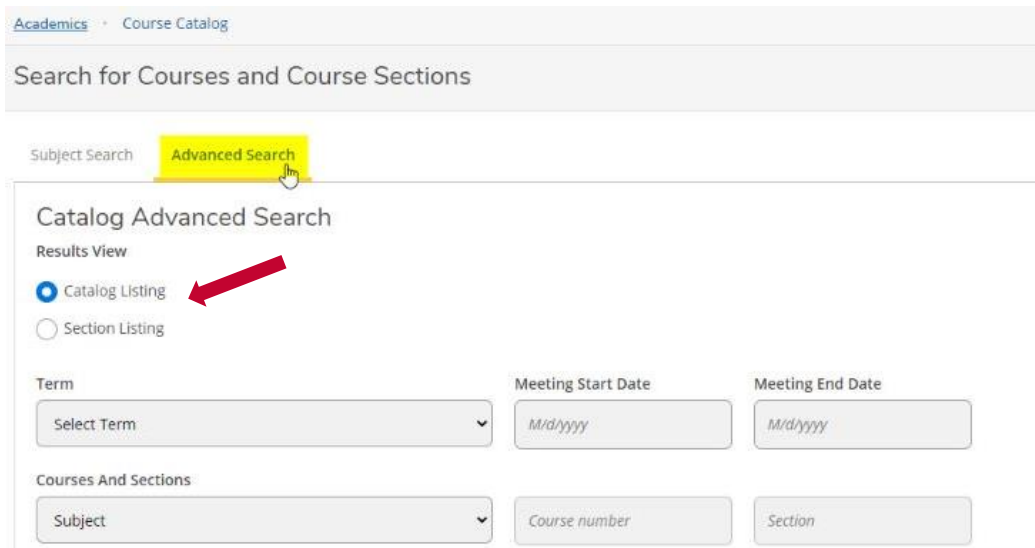
5. Using the **Subject Search**, you can search for courses using common words. For example, if you are looking for a management course, you can type "**Management**" in the field next to **Search for a course subject**. The subjects that match your keyword will populate as you type in real-time.



- Click one of the subject results, and all the courses for this subject will be populated.
- To narrow down your search results, you can use the filter options found on the left-hand side. *You can search for courses taught by a specific instructor, courses offered in a specific term, specific course levels (such as 1<sup>st</sup> year, 2<sup>nd</sup> year, etc.) and more. By selecting any of the filters, the results will automatically update to reflect your request.*

### Advanced Search Tab

- If you wish to search for courses directly using the course code or certain filters, you can use the **Advanced Search** tab. In this tab, you have many search criteria options to narrow down your search.
- Under **Results View**, you can select **Catalog Listing** or **Section Listing**.




Academics > Course Catalog

Search for Courses and Course Sections

Subject Search **Advanced Search**

**Catalog Advanced Search**

Results View

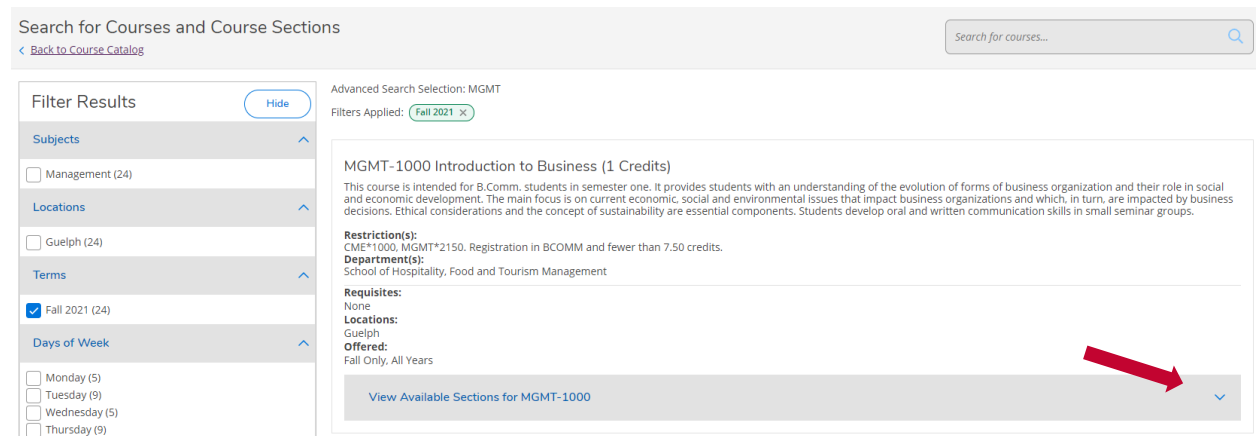
Catalog Listing 

Section Listing

Term: Select Term Meeting Start Date: M/d/yyyy Meeting End Date: M/d/yyyy

Courses And Sections: Subject Course number Section

We recommend selecting the **Catalog Listing** view for the most up-to-date information. It includes course descriptions and details about restrictions, departments, requisites, etc. You can also see information about course sections in your **Catalog Listing** search results by clicking the down arrow beside **View Available Sections for (course code)**. You can further refine or revise your search using the filter options on the left-hand side.



Search for Courses and Course Sections

Search for courses...

< Back to Course Catalog

Filter Results Hide


Advanced Search Selection: MGMT  
Filters Applied: Fall 2021

**MGMT-1000 Introduction to Business (1 Credits)**

This course is intended for B.Comm. students in semester one. It provides students with an understanding of the evolution of forms of business organization and their role in social and economic development. The main focus is on current economic, social and environmental issues that impact business organizations and which, in turn, are impacted by business decisions. Ethical considerations and the concept of sustainability are essential components. Students develop oral and written communication skills in small seminar groups.

**Restriction(s):**  
CME\*1000, MGMT\*2150, Registration in BCOMM and fewer than 7.50 credits.  
**Department(s):**  
School of Hospitality, Food and Tourism Management

**Requisites:**  
None  
**Locations:**  
Guelph  
**Offered:**  
Fall Only, All Years

[View Available Sections for MGMT-1000](#) 

The **Section Listing** option in the **Advanced Search** will provide a table with details about course sections. The table shows seat availability, meeting times, instructors and more. For the Guelph campus, once final exam information has been posted on WebAdvisor, it will appear in the “Meeting Information” column. You can click on the section name to view the course description, restrictions and departments. You can further refine or revise your search using the filter options on the left-hand side. Please note that there are delays in displaying updates to the Meeting Information and Availability columns in the **Section Listing** view page; information is updated once a day (overnight).

Search for Courses and Course Sections Search for courses...

[Back to Course Catalog](#)

**Filter Results** Hide

**Subjects** ^

Management (54)

**Locations** ^

Guelph (54)

**Terms** ^

Fall 2021 (54)

**Days of Week** ^

Monday (27)

Tuesday (13)

Wednesday (24)

Thursday (20)

Friday (8)

Saturday (1)

**Time of Day** ^

Select time range... v

Starts by Ends by

Advanced Search Selection: MGMT

Filters Applied: Fall 2021 x

Term	Status	Section Name	Title	Dates	Location	Meeting Information	Faculty	Availability	Credits	Academic Level
Fall 2021	Open	<a href="#">MGMT-1000-0101</a>	Introduction to Business	9/9/2021-12/17/2021	Guelph	M, W 2:30-3:20 PM 9/9/2021 - 12/17/2021 TBD (LEC) Th 3:30-5:20 PM 9/9/2021 - 12/17/2021 TBD (SEM)		42 / 42 / 0	1 Credits	Undergraduate
Fall 2021	Open	<a href="#">MGMT-1000-0102</a>	Introduction to Business	9/9/2021-12/17/2021	Guelph	M, W 2:30-3:20 PM 9/9/2021 - 12/17/2021 TBD (LEC) W 3:30-5:20 PM 9/9/2021 - 12/17/2021 TBD (SEM)		42 / 42 / 0	1 Credits	Undergraduate
Fall 2021	Open	<a href="#">MGMT-1000-0103</a>	Introduction to Business	9/9/2021-12/17/2021	Guelph	M, W 2:30-3:20 PM 9/9/2021 - 12/17/2021 TBD (LEC) F 10:30 AM-12:20 PM 9/9/2021 - 12/17/2021 TBD (SEM)		42 / 42 / 0	1 Credits	Undergraduate
Fall 2021	Open	<a href="#">MGMT-1000-0104</a>	Introduction to Business	9/9/2021-12/17/2021	Guelph	M, W 2:30-3:20 PM 9/9/2021 - 12/17/2021 TBD (LEC) Th 7:00-8:50 PM 9/9/2021 - 12/17/2021 TBD (SEM)		42 / 42 / 0	1 Credits	Undergraduate
Fall 2021	Open	<a href="#">MGMT-1000-0105</a>	Introduction to Business	9/9/2021-12/17/2021	Guelph	M, W 2:30-3:20 PM 9/9/2021 - 12/17/2021 TBD (LEC) Th 9:30-11:20 AM 9/9/2021 - 12/17/2021 TBD (SEM)		42 / 42 / 0	1 Credits	Undergraduate

If you have any questions, visit your campus's Student Planning website.

- [Student Planning website for the Guelph and Ridgetown campuses](#)
- [Student Planning website for the Guelph-Humber campus](#)