# UNIVERSITY of WISCONSIN LACROSSE

## **Class Facility Usage**



## 04/13/09

### **Class Facility Usage**

#### Procedure



Step	Action
1.	
	Click the Facility and Event Information link.
	Facility and Event Information
2.	
	Click the Class Facility Usage link.
	Class Facility Usage

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Step	Action
3.	Type in UWLAC
	Point to the <b>SetID</b> field.
4.	
	Click the Look up Building (Alt+5) button.
	Q
5.	
	Click an entry in the <b>Description</b> column.
	Carl Wimberly Hall
6.	
	Click the Search button.
7.	
	Click an entry in the Facility ID column.
	CWH102

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Step	Action
8.	
	Enter the desired information into the <b>Term</b> field. Enter "2094".
9.	
	Click the Day of the Week list.

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Step	Action
10.	
	Click the <b>Monday</b> list item.
	Monday

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Step	Action
11.	Click the Fetch Class Meetings button. Fetch Class Meetings
12.	Click the <b>Day of the Week</b> list.

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Step	Action
13.	
	Click the <b>Tuesday</b> list item.
	Tuesday

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Step	Action
14.	Click the Fetch Class Meetings button. Fetch Class Meetings
15.	Now the classes offered on Tuesday show in the display.
16.	End of Procedure.