

## Using Advanced search and various Curriculum parameters to obtain listing of students in a Major

1. Select “**Advanced Search**” link, press **Enter**. Using appropriate Drop down Menus select Degree “Master of Arts” and Major “Translation and Interpretation”. Press “Search”

The screenshot shows the 'Worksheets' page with a search modal titled 'Find Students'. The modal has input fields for Student ID, First name, and Last name. Under the 'Curriculum' section, the Degree is set to 'Master of Arts' and the Major is set to 'Translation and Interpretation'. Other filters include Minor (0/48), College (0/5), Concentration (0/130), Program (0/58), and Student type (0/24). There is a 'Search by Admit/Grad Term' dropdown. At the bottom of the modal are 'Clear', 'CANCEL', and 'SEARCH' buttons.

2. **ALSO...** Use other search parameters to **filter/narrow** results “Concentration”, Program, Admit term”, Grad term”

This screenshot shows the 'Find Students' search modal with additional filters highlighted in yellow. The 'Concentration' filter is set to '0/130', 'Program' to '0/58', 'Admit Term' to '0/34', and 'Graduation Term' to '0/25'. The 'SEARCH' button is highlighted in yellow.

3. Search results return a listing of students in the selected Major category, press “**Select**”

The screenshot shows the search results for 75 students. The table has columns for Id, Name, Degree, Major, Level, and Classification. The first five rows are visible, each with a checked checkbox in the left margin. The 'SELECT' button at the bottom right is highlighted in yellow.

<input checked="" type="checkbox"/>	Id	Name ↑	Degree	Major	Level	Classification
<input checked="" type="checkbox"/>	00837617	Banzaraksaeva, Zelana	MA	Translation and Interpretation	CG	
<input checked="" type="checkbox"/>	00801181	Barnes, Anthony	MA	Translation and Interpretation	CG	
<input checked="" type="checkbox"/>	00831101	Barrett-Snyder, Gabrielle	MA	Translation and Interpretation	CG	
<input checked="" type="checkbox"/>	00832276	Bouchy, Chloe	MA	Translation and Interpretation	CG	
<input checked="" type="checkbox"/>	00702759	Cancino Aguilar, Montse	MA	Translation and Interpretation	CG	

4. Scroll through student list using the drop down arrow in the “Select Student” box

