

How to Find Online Courses in SOLUS (Search bar method and subject search method)

SERACH BAR METHOD:

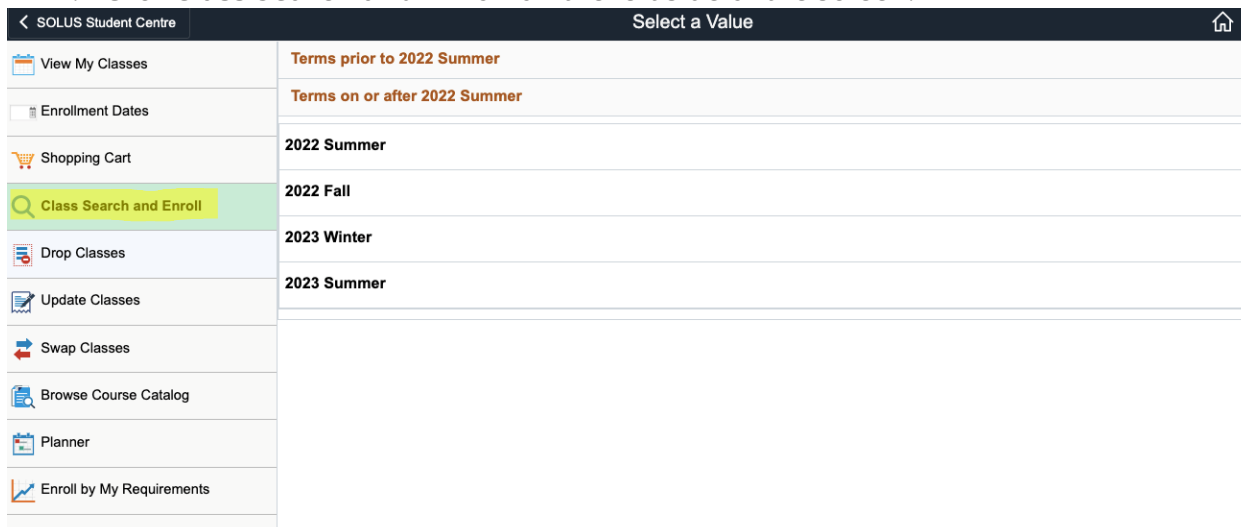
1. Log into **SOLUS** > click **Manage Classes**.



Queen's University | SOLUS Student Centre

Admissions  No active application	Academic Records 	Financial Account 	Manage Classes 
Profile  16IAE	Exam Schedule 	Tasks  1 To Do's 1 Holds	Graduation 
Financial Aid 	Links for Queen's 	Academic Progress 	

2. Click **Class Search and Enroll** on the left side of the screen.



SOLUS Student Centre | Select a Value

View My Classes	Terms prior to 2022 Summer
Enrollment Dates	Terms on or after 2022 Summer
Shopping Cart	2022 Summer
Class Search and Enroll	2022 Fall
Drop Classes	2023 Winter
Update Classes	2023 Summer
Swap Classes	
Browse Course Catalog	
Planner	
Enroll by My Requirements	

3. Select the **Term** the course is being delivered in (ex. 2022 Fall).

SOLUS Student Centre		Select a Value
View My Classes	Terms prior to 2022 Summer	
Enrollment Dates	Terms on or after 2022 Summer	
Shopping Cart	2022 Summer	
Class Search and Enroll	2022 Fall	
Drop Classes	2023 Winter	
Update Classes	2023 Summer	
Swap Classes		
Browse Course Catalog		
Planner		
Enroll by My Requirements		

4. Type the course in the **Search** bar (ex. GNDS 125) and **click the arrow or your Enter key**.

2022 Fall		Change
View My Classes	Search For Classes ⓘ	
Enrollment Dates	Enter keyword e.g. course, subject, class, topic	
Shopping Cart	Additional ways to search	
Class Search and Enroll	Recently Viewed	
Drop Classes		
Update Classes		
Swap Classes		
Browse Course Catalog		
Planner		
Enroll by My Requirements		



5. You will see courses populate on the page > On the left-hand side of the page, under "Course Career" select **Undergraduate Online**.

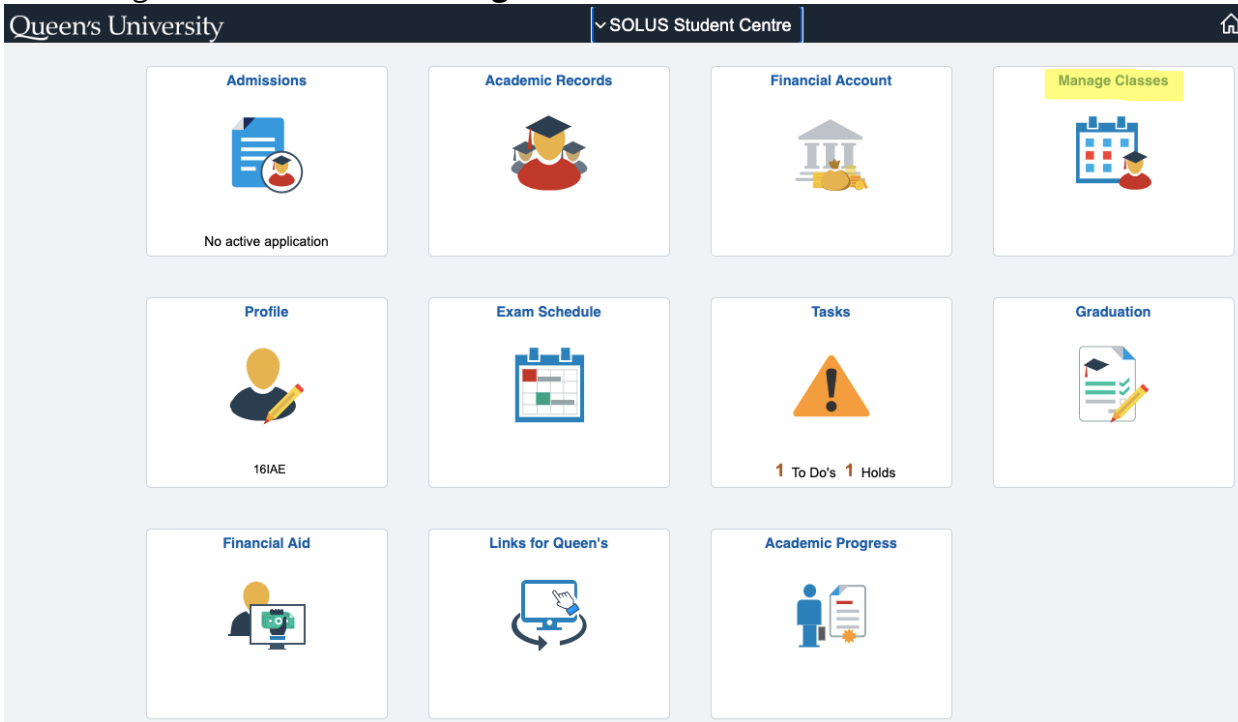
The screenshot shows the 'Class Search Results' page. On the left, the 'Course Career' filter is expanded, and 'Undergraduate Online' is selected. The main content area shows 'View Search Results' for the keyword 'gnds 125', with one course listed: 'GNDS 125 Gender, Race and Popular Culture 1 Class Option Available'. A button labeled 'Open Classes' is visible above the course listing.

6. Let the page load, the course that appears on your screen is the online version of your desired class.

This screenshot shows the same 'Class Search Results' page, but now the 'Undergraduate Online' filter is selected. The course 'GNDS 125' is highlighted in yellow, indicating it is the selected result. The 'Open Classes' button is now 'Undergraduate Online', and a 'Clear All' button is visible next to it.

SUBJECT SEARCH METHOD:

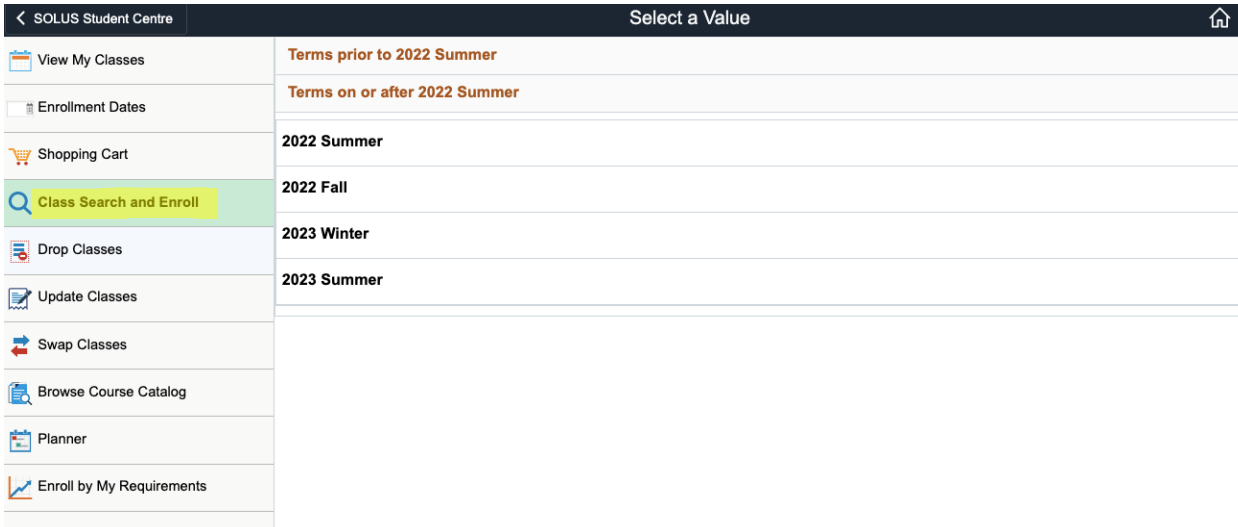
1. Log into SOLUS > click **Manage Classes**.



Queen's University | SOLUS Student Centre

- Admissions: No active application
- Academic Records
- Financial Account
- Manage Classes**
- Profile: 16IAE
- Exam Schedule
- Tasks: 1 To Do's, 1 Holds
- Graduation
- Financial Aid
- Links for Queen's
- Academic Progress

2. Click **Class Search and Enroll** on the left side of the screen.



SOLUS Student Centre | Select a Value

View My Classes	Terms prior to 2022 Summer
Enrollment Dates	Terms on or after 2022 Summer
Shopping Cart	2022 Summer
Class Search and Enroll	2022 Fall
Drop Classes	2023 Winter
Update Classes	2023 Summer
Swap Classes	
Browse Course Catalog	
Planner	
Enroll by My Requirements	

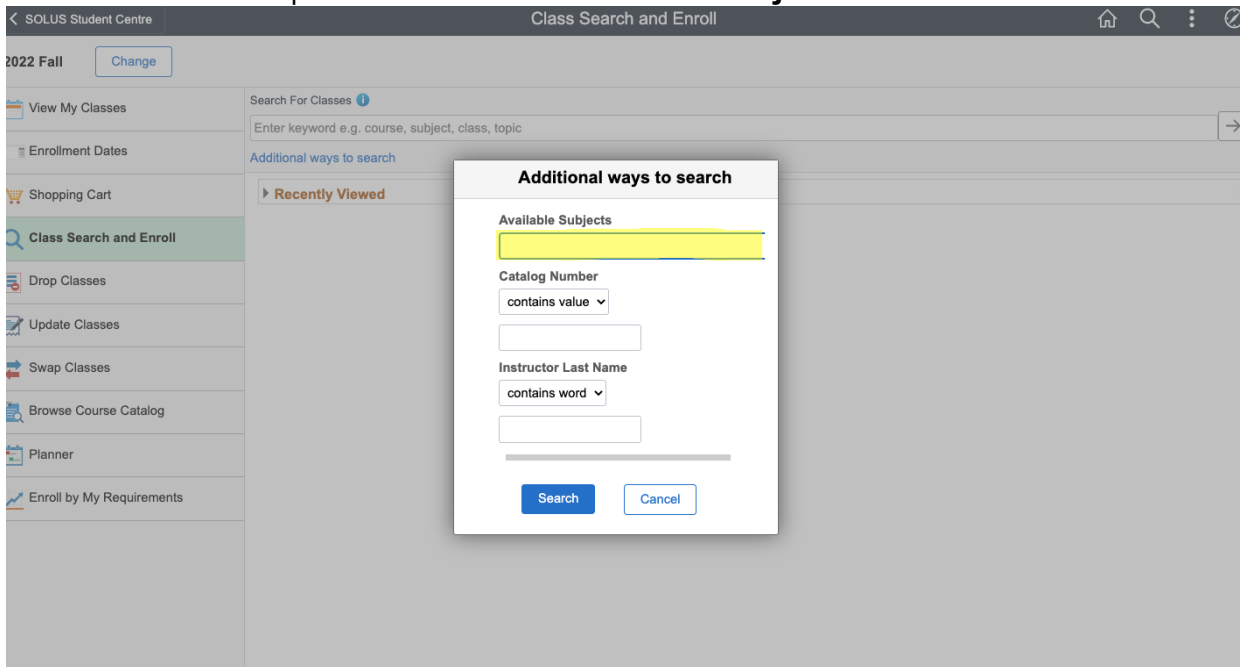
3. Select the **Term** the course is being delivered in.

SOLUS Student Centre		Select a Value
View My Classes	Terms prior to 2022 Summer	
Enrollment Dates	Terms on or after 2022 Summer	
Shopping Cart	2022 Summer	
Class Search and Enroll	2022 Fall	
Drop Classes	2023 Winter	
Update Classes	2023 Summer	
Swap Classes		
Browse Course Catalog		
Planner		
Enroll by My Requirements		

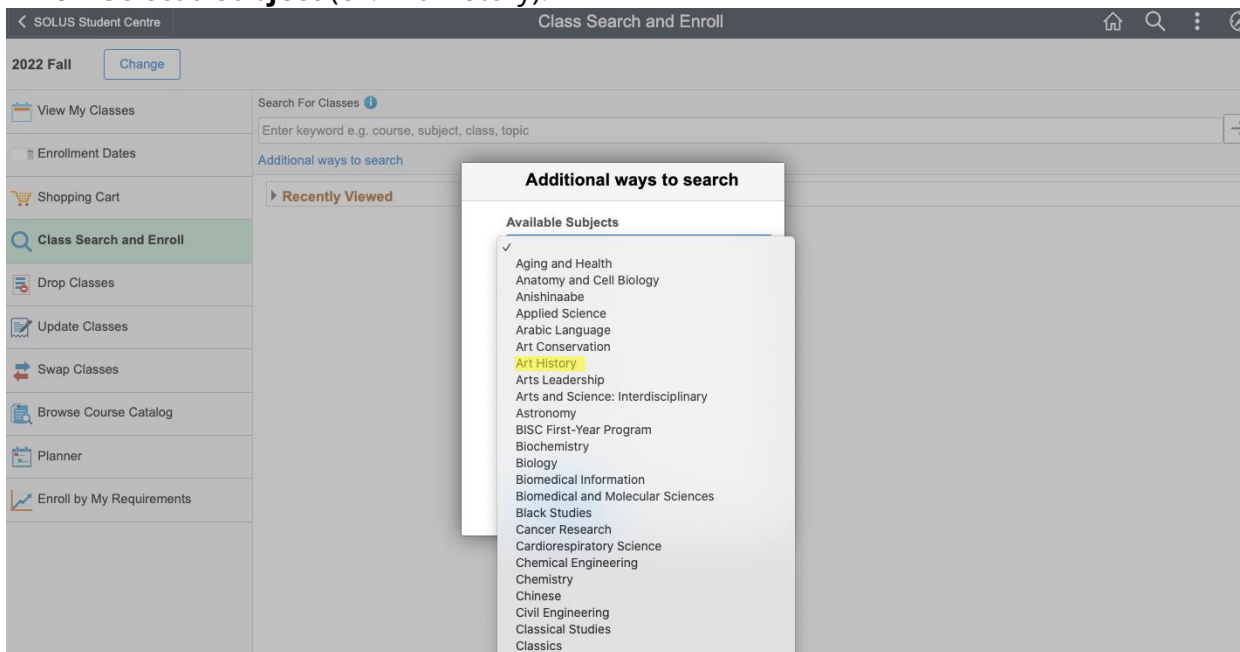
4. Select "**Additional ways to search**" under the search bar.

2022 Fall		Change
View My Classes	Search For Classes ⓘ	
Enrollment Dates	Enter keyword e.g. course, subject, class, topic	
Shopping Cart	Additional ways to search	
Class Search and Enroll	Recently Viewed	
Drop Classes		
Update Classes		
Swap Classes		
Browse Course Catalog		
Planner		
Enroll by My Requirements		

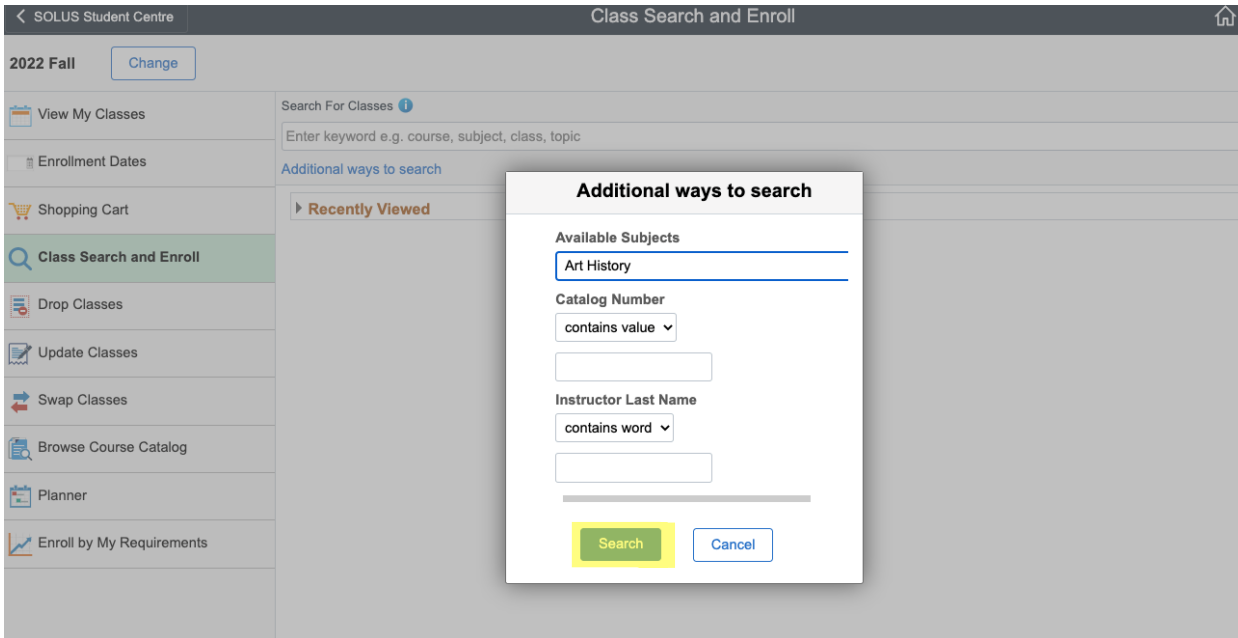
5. Select the drop-down menu under **Available subjects**.



6. Select a **Subject** (ex. Art History).



7. Click the **Search** button.



SOLUS Student Centre Class Search and Enroll

2022 Fall [Change](#)

View My Classes

Enrollment Dates

Shopping Cart

Class Search and Enroll

Drop Classes

Update Classes

Swap Classes

Browse Course Catalog

Planner

Enroll by My Requirements

Search For Classes ⓘ

Enter keyword e.g. course, subject, class, topic

Additional ways to search

Recently Viewed

Additional ways to search

Available Subjects

Art History

Catalog Number

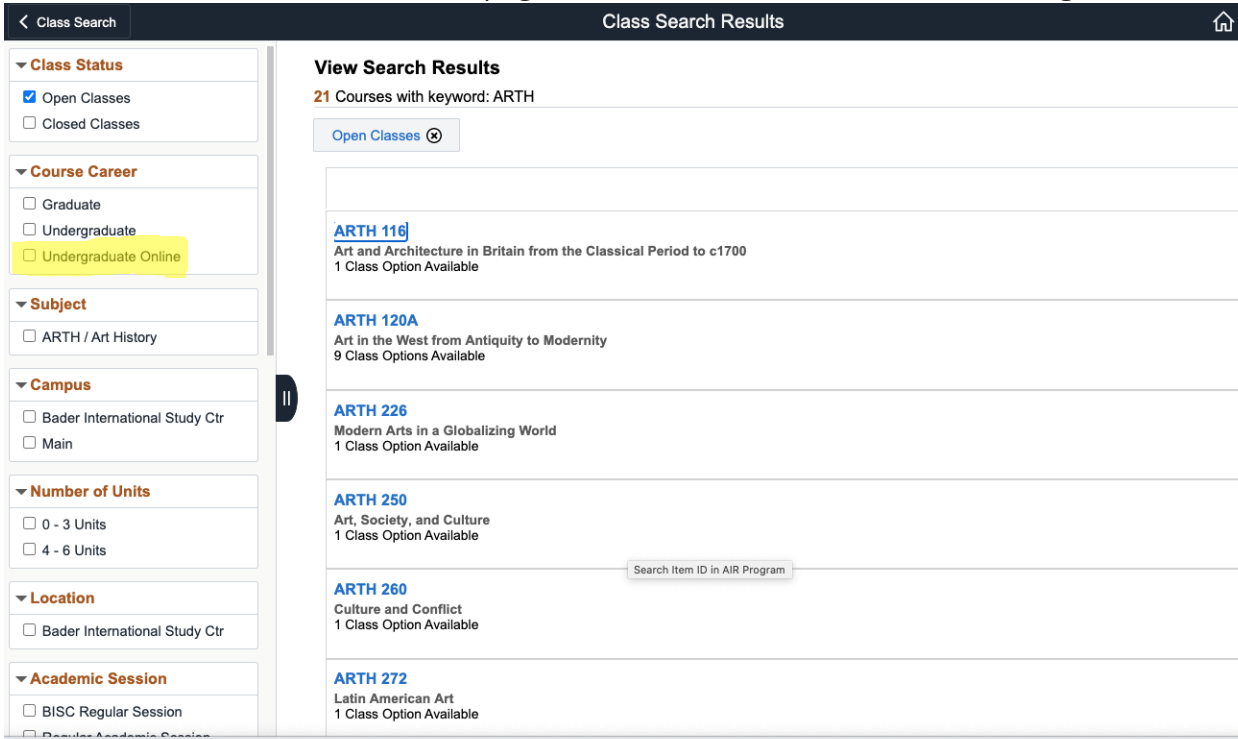
contains value ▾

Instructor Last Name

contains word ▾

Search [Cancel](#)

8. On the left-hand side of the page, under "Course Career" select **Undergraduate Online**.



Class Search Class Search Results

View Search Results

21 Courses with keyword: ARTH

[Open Classes](#) ⓘ

ARTH 116j
Art and Architecture in Britain from the Classical Period to c1700
1 Class Option Available

ARTH 120A
Art in the West from Antiquity to Modernity
9 Class Options Available

ARTH 226
Modern Arts in a Globalizing World
1 Class Option Available

ARTH 250
Art, Society, and Culture
1 Class Option Available

[Search Item ID in AIR Program](#)

ARTH 260
Culture and Conflict
1 Class Option Available

ARTH 272
Latin American Art
1 Class Option Available

Class Status

Open Classes

Closed Classes

Course Career

Graduate

Undergraduate

Undergraduate Online

Subject

ARTH / Art History

Campus

Bader International Study Ctr

Main

Number of Units

0 - 3 Units

4 - 6 Units

Location

Bader International Study Ctr

Academic Session

BISC Regular Session

Regular Academic Session



9. Let the page load, the course (or courses) that appears on your screen is the online courses within the subject you are interested in.

← Class Search Class Search Results

▼ Class Status

Open Classes

▼ Course Career

Graduate

Undergraduate

Undergraduate Online

▼ Subject

ARTH / Art History

▼ Campus

Main

▼ Number of Units

0 - 3 Units

▼ Academic Session

Regular Academic Session

▼ Class Meeting Days

Mon

Tue

View Search Results

1 Course with keyword: ARTH

[Open Classes](#) [Undergraduate Online](#) [Clear All](#)

ARTH 250

Art, Society, and Culture

1 Class Option Available