

BU Brain Clone Schedule of Classes Query

Use the BU Brain Clone Query (titled *BU Brain Clone Schedule of Classes Query* and stored on the On Demand Server in the ** BU Canned Queries/Catalog & Course Schedules* folder) to search the schedule of classes by Academic Period. *BU Brain Clone* allows you to perform BU Brain-like searches on the ODS, presenting the data in a format similar to that of BU Brain. With the query, you can view current semester data during the course building process, while BU Brain allows you to see course data only after it has been published to the web. Use *BU Brain Clone Schedule of Classes Query* in place of or in addition to the data stored in the Schedule of Classes spreadsheets.

About this Document

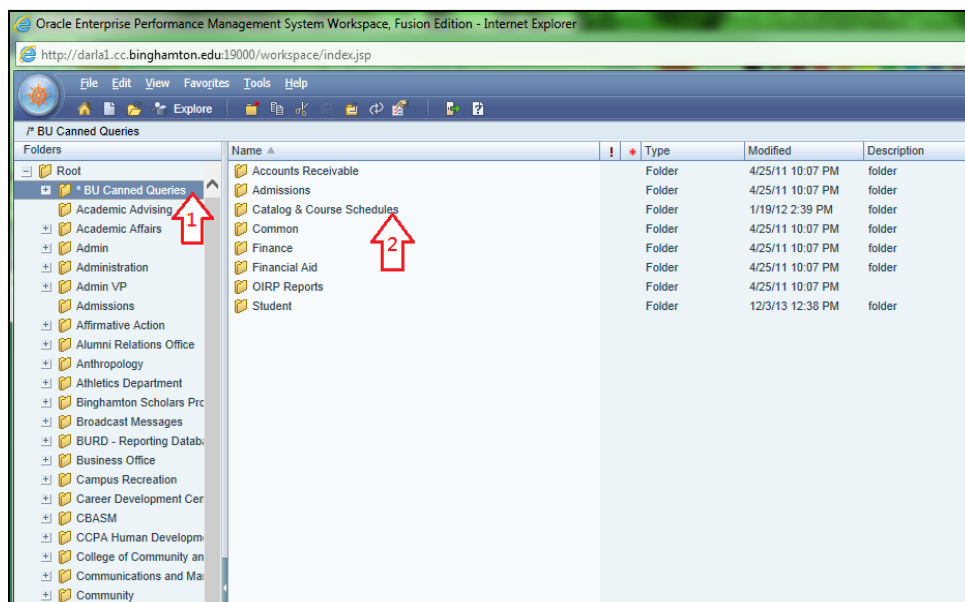
This document contains instructions for accessing and using the query, viewing and saving query results, and troubleshooting information.

Note: When viewing this document in softcopy, click on the triangle to the left of a heading to expand or collapse the contents of that section.

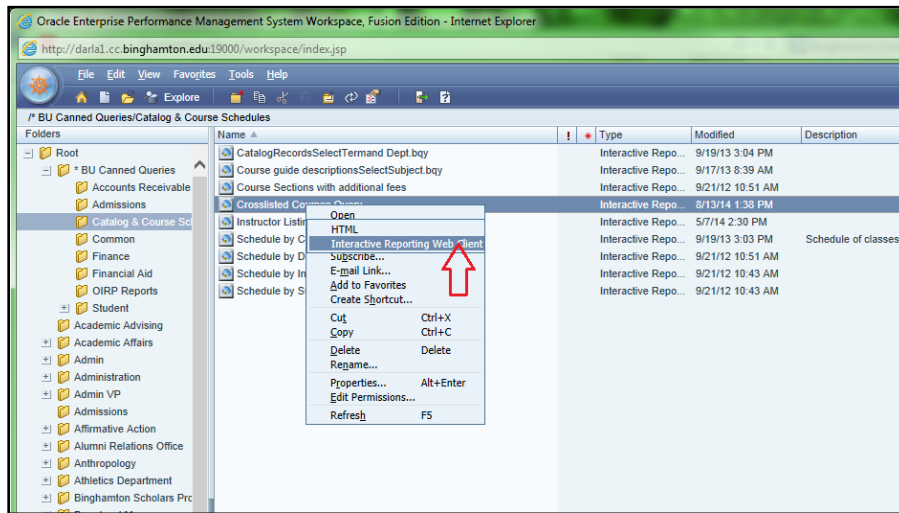
Accessing the Query

The query is named *BU Brain Clone Query Schedule of Classes.bqy* and is stored on the On Demand Server (ODS) in the ** BU Canned Queries/Catalog & Course Schedules* folder. To access it, do the following:

1. Log in to Hyperion and click **Explore** to see the contents of the ODS.
2. Click ** BU Canned Queries* in the **Folders** listing on the left. The contents of this folder will be displayed in the large window. Double click *Catalog & Course Schedules* in the large window to display the contents of the folder.



- Right click on BU Brain Clone Schedule of Courses Query, then choose Open As → and left click on Interactive Reporting Web Client. You should see the *Schedule of Classes Login* screen. If a pop-up blocker is activated on your computer and prevents you from opening the file, press and hold the CTRL key while left clicking your mouse to select Interactive Reporting Web Client. You may need to download the Interactive Reporting Web Client if you do not already have it installed on your computer.



Navigating the Screens

Use the control buttons on the screens (Class Search, New Search, Export Data, Return to Login, and so on) to move between screens. Use the Help buttons to get help for the screen you are on. **Note:** You may need to maximize your window size to see the buttons without having to use the scroll bar.

Using the Query

- At the *Schedule of Classes Login* screen, enter your ODS userid and password and click the **Login** button. Wait. The **Login** button will turn blue, which means the query is verifying your userid and password. When verification is complete, you will see the *Schedule of Classes Advanced Search* screen.

[Help](#)

Enter your ODS userid and password, then click the Login button and wait for verification. When your userid and password are verified, you will be taken to the search panel.

User ID:

Password:

- From the *Schedule of Classes Search* screen, select a term for your search from the **Search by Term** dropdown.
- You can select or specify any combination of Subject, Schedule Type, Instructional Method, Course Level, Part of Term, Instructor or General Education, or select All to ignore that criteria in your search. Search for a course number by typing it in the Course Number text box.

Notes: You can select multiple items from the same listbox, such as Subject, by pressing and holding the **CTRL** key while making your selections. You can select multiple, contiguous listbox entries by clicking the first selection in the group, then pressing and holding the **Shift** key while clicking the last selection in the group. Deselect one subject by pressing and holding **CTRL** while clicking the entry you want to deselect.

You can select a specific course number by entering the complete course number, or you can enter a wildcard by entering the first digit of the course number with or without an asterisk. For example, enter 352 to see that specific course number. Enter 3* or 3 to see all courses with a course number beginning with 3.

- To process the query and display the resulting data, click **Class Search**. To deselect search selections and clear the Course Number field, click **Reset**. Note that **Reset** does not deselect the Search Term selected. To change the Search Term, select a different term from the dropdown. When you click **Class Search**, you will see the *Schedule of Classes Search Results* screen, shown on page 4, where you can export the data to an excel file.

Schedule of Classes Advanced Search

Search by Term:

201520

Select an Academic Period for your search

Click to display search results and export them.

Class Search

Return to Login

Reset

Subject:

All

AAAS

ABRD

ACCT

AFST

ANTH

ARAB

ARTH

Course Level:

All

Graduate

Undergraduate

Part of Term:

All

Full Term

Minicourse First Part of Term

Course Number:

Instructor:

All

Abbate, Santana M.

Abou-El-Haj, Barbara

Abou-El-Haj, Rifaat A.

Schedule Type:

All

Activity

Discussion

Session:

All

A - Aesthetic Perspective

B - Both Phys Act and Wellness

C - Composition

Instructional Method:

All

Traditional

Dist Learning Taught by BU Fac

Select search criteria or leave blank to select All.

Viewing and Saving Search Results

The *Schedule of Classes Search Results* screen displays the courses you selected on the *Advanced Search* screen.

1. Click **New Search** from the *Schedule of Classes Search Query Results* page to return to the query page where you can select another Subject and reprocess the query.

Note: You may need to maximize your screen size to see the **New Search** button and other control buttons on the screen without scrolling.

Schedule of Classes Search Results

Click to export query results to an excel spreadsheet or other format

Click to return to Schedule of Classes Advanced Search and begin a new search.

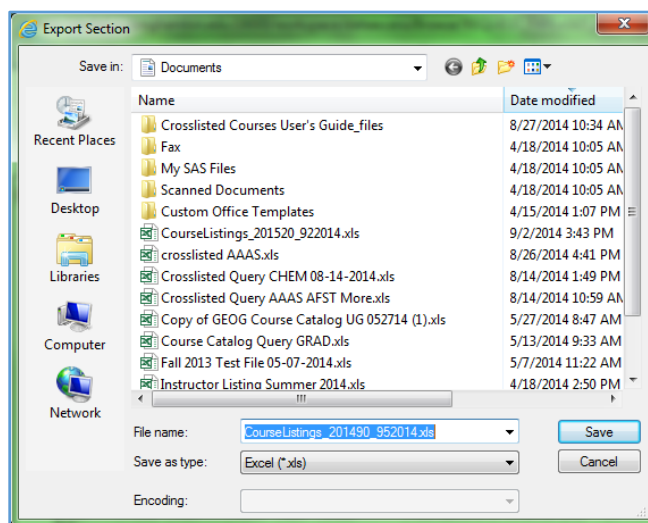
Help

New Search

Export Data

Select	CRN	Subj	Crse	Sec	Cred	Title	Days	Time	Cap	Act	Rem	XL Cap	XL Act	XL Rem	Fee	Instructor	Date (MM/DD)	Location
SR	21106	HIST	501R	01	4.000	Modern Middle East Colloquium	W	02:20 pm - 05:20 pm	12	9	3					Kent F. Schull (P)	09/02 - 12/12	SW 328
SR	18521	HIST	501W	01	4.000	Public Health, Society & State	T	03:30 pm - 06:30 pm	2	1	1	15	12	3		Gerald J. Kutcher (P)	09/02 - 12/12	S2 G39
SR	21143	HIST	521A	01	4.000	Revolutionary America	W	07:00 pm - 10:00 pm	12	10	2					Robert G. Parkinson (P)	09/02 - 12/12	FA 250
SR	11163	HIST	530A	01	4.000	Issues:US History Before 1877	M	04:40 pm - 07:40 pm	18	5	13	23	8	15		Annette L. Varcos (P)	09/02 - 12/12	AB 125
SR	26472	HIST	545E	01	4.000	Col Latin American Colloquium	R	07:00 pm - 10:00 pm	12	4	8					Bradley Skopyk (P)	09/02 - 12/12	FA 248
SR	26843	HIST	545G	01	4.000	Latin America and the U.S.	M	01:10 pm - 04:10 pm	2	1	1	17	11	6		Nancy P. Appelbaum (P)	09/02 - 12/12	SW 328
SR	26557	HIST	551N	01	4.000	History of Emotions/Premod Eur	W	01:10 pm - 04:10 pm	2	1	1	20	9	11		Sean P. Dunwoody (P)	09/02 - 12/12	LN 1128
SR	23590	HIST	552C	01	4.000	Early Modern Europe Colloquium	M	03:30 pm - 06:30 pm	14	13	1					Howard G. Brown (P)	09/02 - 12/12	TU 219
SR	26459	HIST	552G	01	4.000	British Pol. Economy 1600-1900	W	03:30 pm - 06:30 pm	12	5	7					Heather Welland (P)	09/02 - 12/12	FA 248
SR	26578	HIST	552H	01	4.000	War&Gender in 20th Cent Europe	W	06:30 pm - 09:30 pm	7	4	3	15	9	6		John C. Bailey (P)	09/02 - 12/12	LN 1402
SR	21224	HIST	560F	01	4.000	Urban Visions	T	02:50 pm - 05:50 pm	12	8	4					Heather D. Dehaan (P)	09/02 - 12/12	FA 250
C	23669	HIST	576E	01	4.000	Nationalism in East Asia	M	03:30 pm - 06:30 pm	5	5	0	13	13	0		Yi Wang (P)	09/02 - 12/12	FA 348
SR	20237	HIST	591	01	0.000	Teaching of College History	T	01:15 pm - 02:40 pm	17	13	4					TBA	09/02 - 12/12	FA 225
C	15144	HIST	592	01	4.000	Historiography	T	07:00 pm - 10:00 pm	12	12	0					Arnab Dey (P)	09/02 - 12/12	FA 244
SR	16276	HIST	597	01	1.000-20.000	Independent Study (MA)	TBA		25	0	25					TBA	09/02 - 12/12	TBA
SR	16277	HIST	597	02	1.000-20.000	Independent Study (MA)	TBA		25	0	25					Stephen R. Ortiz (P)	09/02 - 12/12	TBA
SR	16278	HIST	597	03	1.000-20.000	Independent Study (MA)	TBA		25	0	25					Howard G. Brown (P)	09/02 - 12/12	TBA
SR	20206	HIST	597	04	1.000-20.000	Independent Study (MA)	TBA		10	0	10					Leish & Wheeler (P)	09/02 - 12/12	TBA

2. Click the **Export Data** button on the *Schedule of Classes Search Results* page to save the results to an excel file, or in another format. You will be prompted to supply a Save location for your file. The filename defaults to *CourseListings_{academic period}_{mdyyyy}.xls*, where *{academic period}* is the Academic Period selected on the *Schedule of Classes Advanced Search* page and *{mdyyyy}* is today's date. For example, *CourseListings_201520_8242014.xls*. You can change the default by editing the filename in the Export Section popup, show in the following screen capture. Select the **Save in** location, edit the **File name** if you wish, and select a **Save as type** from the dropdown to save the file in a format other than Excel. Click **Save** when you're done.



Troubleshooting

Logging In

When you enter your userid and password on the *Schedule of Classes Login* screen, it may take a few seconds for them to be verified and for default values to be loaded into the *Schedule of Classes Search* screen fields. When you click the **Login** button, you may see the Windows hourglass circle which means processing is being done. If the hourglass circle disappears, but the **Login** button remains blue, it means that it is still processing. When processing is complete, the *Schedule of Classes Advanced Search* window will open, unless there is a problem verifying your userid/password. You will receive an error message if you enter an invalid userid/password combination.

If you click the **Login** button and nothing happens, or the **Login** button turns blue briefly, and then returns to gray and nothing happens after several more seconds, it may mean that your ODS login has timed out. Try pressing the **Login** button again. You may be prompted to reenter your ODS userid and password. If this doesn't work, try closing the program by clicking the X in the upper right hand corner of your computer screen. Click 'no' when prompted to save your changes, then reopen the program and try again.

HTML vs. Interactive Reporting Web Client

The query is designed to work with the Interactive Reporting Web Client. When you first open the file, you should open the query in this mode as described in step 3 of Accessing the Query. If you open the query in HTML mode, it may limit the results returned by your query and make it impossible to see a complete list of courses selected. You can tell that you are in HTML mode by the dashed line that surrounds the control buttons that are activated by the cursor.