



COURSE MODALITY DEFINITIONS

Hybrid Classroom (HB):

Faculty member is in the classroom and some students attend class live in person while others attend live online, keeping classroom density at safe levels to allow for physical distancing.

Synchronous Online Learning (SN):

Faculty member and students are remote but interact in real time.

Asynchronous Online Learning (AL):

Faculty and students are completely online with no specific class time assigned for the course. Students can access class lessons at a time of their choosing. Online instructional materials can include recorded video lectures, interactive simulations, and discussion boards where classmates can share their views or ask questions.



HOW TO VIEW COURSE MODALITY:

In Workday: When Making Changes to Your Registration

When to use: Swapping a section of a course or changing to a new course.

OR

• <u>In Workday: For Your Registered Courses</u> When to use: Reviewing your current schedule.



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IN WORKDAY: When Making Changes to Your Registration

STEP 1

On the **Academics** screen, look for **Planning & Registration** in the right column and select **Bentley Find Course Sections**.



D	Planning & Registration		
	View My Courses		
	Bentley Find Course Sections		
	Schedule Planner (undergraduate students only)		
	More (3)		

STEP 2

On the **Bentley Find Course Sections** screen, enter the **Start Date within** (i.e. Spring 202X), and select Undergraduate from the **Academic Level** dropdown menu. Then click OK.

Bentley Find Course Sections			
Start Date within ★	× 202X Spring Semester ····	∷≡	
Academic Level 🔸	× Undergraduate [ℤ	∷	

STEP 3

To find out whether a course will be online or hybrid, you can filter the results by using **Delivery Mode** on the left side. Filter by **Course Tags** on the left side to see whether courses are synchronous hybrid or asynchronous

	 Course Tags 	
✓ Delivery Mode	Course Category :: Arts and (16)	
Online	Course Category :: First Year (16)	
	Course Category :: Synchron (8)	
	Course Category :: Hybrid (5)	
	Course Category :: Asynchro (2)	2
		(4





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STEP 4

You can also type the desired course subject and number in the search bar (i.e. PH 101) and press enter.

← Bentley Find Course Sections (Actions)				
Start Date within Spring Semester	Academic Level	Undergraduate		
Q PH 101				
> Saved Searches				

STEP 5

Click on the downward arrow next to the course information.

PH 101-AL11 - Problems of Philosophy Problems of Philosophy Open Jessica Payson 9/35 Lecture	~
PH 101-HB1 - Problems of Philosophy Problems of Philosophy Open Jesse Hughes 1/35 Lecture	~
PH 101-SN10 - Problems of Philosophy Problems of Philosophy Open Jessica Payson 14/35 Lecture	~
Note the course modality in	

the course name (AL, HB, SN).

You will see the course modality under Course Tags.









PH 101-AL11 - Problems of Philosophy Problems of Philosophy | Open | Jessica Payson | 9/35 | Lecture

Delivery Mode

Online

Course Tags Course Category :: Arts and Science Course Course Category :: Asynchronous Course Category :: First Year

Meeting Patterns T/F | 11:00 AM - 12:20 PM

Locations (empty)

Section Details T/F | 11:00 AM - 12:20 PM Instructors Jessica Payson

PH 101-HB1 - Problems of Philosophy Problems of Philosophy | Open | Jesse Hughes | 1/35 | Lecture Delivery Mode Hybrid Course Tags Course Category :: Arts and Science Course Course Category :: First Year Course Category :: Hybrid

Section Details M/W | 8:00 AM - 9:20 AM **Meeting Patterns** M/W | 8:00 AM - 9:20 AM

Locations (empty)

Instructors Jesse Hughes







IN WORKDAY: For Your Registered Courses

STEP 1

On the Academics screen, look for Planning & Registration in the right column and select View My Courses.





STEP 2

On the View My Courses screen, look for the Section information.

Man Spring	agement - BS (BS) Semester					
View Schedule			Note the course modality in the course name (AL_HB_SN)			
My Enrolled Courses						
	Course Listing	Units	Grading Basis	Section	Instructional Format	Meeting Patterns
Q	EXP 101 - Expository Writing I	3	Graded	EXP 101-21 - Expositor Writing I	Lecture	M/Th 2:00 PM
Q	FS 111 - First Year Seminar	1	Pass/Fail	FS 111-SN12 - First Year Seminar	Lecture	W 12:30 PM - 1
Q	IT 101 - Information Technology and Computer System Concepts	3	Graded	IT 101-8 - Information Technology and Computer System Concepts	Lecture	T/F 11:00 AM -
Q	MA 131 - Calculus I	3	Graded	MA 131-9 - Calquius I	Lecture	T/F 12:30 PM -
Q	PH 101 - Problems of Philosophy	3	Graded	PH 101-HB5 Problems of Philosophy	Lecture	M/Th 11:00 AM
Q	GB 112 - Tools and Concepts in Accounting and Finance	3	Graded	GB 112-HB33 - Tools and Concepts in Accounting and Finance	Lecture	M/W 5:00 PM -

