

SPECIAL CASE for Academic Scheduling

Placeholder Courses

Placeholder courses are used to reserve time and space for a class that should be approved for the term, but is not currently approved.

The placeholder section should have the **same unit** and **component** value as the section that will be approved.

Examples: If the real section will be a 3 hr/wk lecture, make sure the placeholder section you choose is also a 3 hr/wk lecture. If the real section has a 2 hr/wk lecture and a 2 hr/wk activity, make sure your placeholder section is also structured that way.

Section Number: PH or PH1, PH2, PH3, PH4, etc.

Associated Class: 88

Class Status: TENTATIVE

Note: *The is a placeholder section for* [insert class description or number that section is being held for]

BASIC DATA TAB

California State University
SAN MARCOS

Basic Data | Meetings | Enrollment Cntrl | Reserve Cap | Notes | Exam | LMS Data | GL Interface

Course ID: 100224 Course Offering Nbr: 1
Academic Institution: Cal State San Marcos
Term: Fall 2017 Undergrad
Subject Area: ID Interdisciplinary Studies
Catalog Nbr: 340 DIVERSITY & DISCRIMINATION

Class Sections Find | View All First 3 of 3 Last

*Session: 1 Regular Academic Session Class Nbr: 42775
*Class Section: PH *Start/End Date: 08/28/2017 12/09/2017
*Component: LEC Lecture Event ID:
*Class Type: Enrollment
*Associated Class: 88 Units: 3.00 Associated Class Attributes
*Campus: MAIN Main Add Fee
*Location: SMCAMPUS San Marcos Campus
Course Administrator:
*Academic Organization: 459 - LBST Liberal Studies
Academic Group: HABSU Hum, Arts, Behavioral, Soc Sci
*Holiday Schedule: SMCMP SMCMP Academic Holiday Sched
*Instruction Mode: P In Person
Primary Instr Section: PH

Class Topic
Course Topic ID: Print Topic in Schedule

Equivalent Course Group
Course Equivalent Course Group: Override Equivalent Course
Class Equivalent Course Group:

Class Attributes Personalize | Find | View All | First 1-2 of 3 Last

*Course Attribute	*Course Attribute Value	
CLEV Course Level	2 Upper Division	+ -
CSLI Service Learning	N Not a Service Learning Course	+ -

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California State University
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Course ID: 100224 Course Offering Nbr: 1
Academic Institution: Cal State San Marcos
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Class Sections Find | View All First 3 of 3 Last

Session: 1
Class Section: PH
Associated Class: 88

The Placeholder Section should match the actual course that it will be replaced with in EVERY aspect (except section nbr & status)

Meeting Pattern First 1 of 1 Last

Facility ID Capacity Pa Mtg Start Mtg End M T W T F S S *Start/End Date
MWF3 9:00AM 9:50AM [x] [x] [] [] [x] [] [] [] 08/28/2017 12/09/2017

Topic ID: Free Format Topic:
 Print Topic On Transcript Contact Hours Meeting APDB Mapping Values

Instructors For Meeting Pattern Personalize | Find | View All | First 1 of 1 Last

Assignment	Workload	ID	Name	*Instructor Role	Print	Access	Contact	Empl Rcd#	Job Code
				Prim Ins	[x]			0	

Room Characteristics Personalize | Find | First 1 of 1 Last

*Room Characteristic	*Quantity
10 Lecture Room, Not Computer Lab	1

Academic Shift Personalize | Find | First 1 of 1 Last

Academic Shift

ENROLLMENT CNTRL TAB

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California State University
SAN MARCOS

Basic Data Meetings **Enrollment Cntrl** Reserve Cap Notes Exam LMS Data GL Interface

Course ID: 100224 Course Offering Nbr: 1
Academic Institution: Cal State San Marcos
Term: Fall 2017 Undergrad
Subject Area: ID Interdisci
Catalog Nbr: 340 DIVERSI

Enrollment Control First 3 of 3 Last

Session: 1 Regular Academic Session Class Nbr: 42775
Class Section: PH Component: Lecture Event ID:
Associated Class: 88 Units: 3.00

*Class Status: **Tentative Section** Cancel Class

Class Type: Enrollment Enrollment Status: Closed
*Add Consent: No Consent Requested Room Capacity: 45 Total
*Drop Consent: No Consent Enrollment Capacity: 45 0
1st Auto Enroll Section: Wait List Capacity: 999 0
2nd Auto Enroll Section: Minimum Enrollment Nbr:
Resection to Section:
 Auto Enroll from Wait List Cancel if Student Enrolled

Make SURE Class Status is TENTATIVE

NOTES TAB

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SAN MARCOS

Basic Data Meetings Enrollment Cntrl Reserve Cap **Notes** Exam LMS Data GL Interface

Course ID: 100224 Course Offering Nbr: 1
Academic Institution: Cal State San Marcos
Term: Fall 2017 Undergrad
Subject Area: ID Interdisciplinary Studies
Catalog Nbr: 340 DIVERSITY & DISCRIMINATION

Class Sections Find | View All First 3 of 3 Last

Session: 1 Regular Academic Session Class Nbr: 42775
Class Section: PH Component: Lecture Event ID:
Associated Class: 88 Units: 3.00

Class Notes First 1 of 1 Last

*Sequence Number: 1
*Print Location: After Even if Class Not in Schedule
Note Nbr: Copy Note
Free Format Text: Clear Note
This class is a placeholder for ID 395-11.

Indicate what course this section is a placeholder for.