Log in to ozone.ou.edu. The site will open on the Home tab.

**Viewing the Class Schedule from oZONE Home tab**

OU faculty and staff can access the student view of the class schedule from the Look Up Classes link in the Faculty and Staff Business channel on the Home tab.

This link goes to the Class Schedule Search which yields class schedule information in the format that appears to students.

Select a Term or Date Range and click **Submit**.
The **Look Up Classes** search page will display.

There are two Search options, course and advanced.

**Course Search**

- Course Search only allows you to search for one subject.

Select a Subject and click **Course Search** to see the new single-subject search results screen.
Click the **View Sections** button to see the standard view of the search results.

### Advanced Search

- Advanced Search allows you to select criteria to refine your search.

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**Look Up Classes**

You must select at least one **Subject**, and you can see all subjects, click on the first entry in the drop-down list to select more than one subject in any of the fields, hold the **Course Announcements** button to see announcements and flyers.

<table>
<thead>
<tr>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>A HI - Art History</td>
</tr>
<tr>
<td>ACCT - Accounting</td>
</tr>
<tr>
<td>AERO - Aerospace Studies</td>
</tr>
<tr>
<td>AFAM - African &amp; African Am St</td>
</tr>
<tr>
<td>AGSC - Atmos/Geographic Sci</td>
</tr>
<tr>
<td>AHS - Allied Health Sciences</td>
</tr>
<tr>
<td>AME - Aerospace &amp; Mechanical Engr</td>
</tr>
<tr>
<td>ANTH - Anthropology</td>
</tr>
<tr>
<td>ARAB - Arabic</td>
</tr>
<tr>
<td>ARCH - Architecture</td>
</tr>
</tbody>
</table>

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3
Click the **Advanced Search** button to select your search criteria.

**Remember**, clicking at the top of the subject box and clicking SHIFT and Z at the same time will select all subjects so you can easily search for course attributes, such as General Education courses.
Click the **Section Search** button to view the sections meeting the criteria selected.

The term selected displays in the upper-right hand part of the screen below the student’s name. Details shown include: **Title**, **Days**, **Time**, **Capacity**, **Remaining Seats**, **Date** class begins and ends, **Building** with **Room number**, and **Course Attributes**.

- **SR** in the Select column indicates the course has enrollment restrictions.
- **A C** in the Select indicates the course is closed/full.
- **An NR** indicates the class is not available for registration.

Click **Class Search** to perform another search.
Faculty and staff can also access the class schedule through the View courses and student info link in the Academic Resources.

The Faculty and Advisors menu page will open in a new window.

**Faculty and Advisors**

**Term Selection**
Select a specific term from a list of available terms. When you navigate to any of the links below, the term selected will display under your name in the upper right-hand part of the screen. Any time you select a different term, you will come back to this menu. From here you can then choose the information you wish to view from the links below.

- **Faculty Detail Schedule**
  View details of classes you are teaching in the term you selected in Term Selection.

- **My Courses**
  Select a course you are teaching in the term you selected in Term Selection.
  
  - **Summary Class List**
    List of students currently enrolled in the course you selected in My Courses.
  
  - **Summary Wait List**
    List of students currently on the Wait List for the course you selected in My Courses.

- **Midterm Grades**
  Assign and submit midterm grades for the course you selected in My Courses.

- **Final Grades**
  Assign and submit final grades for the course you selected in My Courses.
Select the **Class Schedule** link.

Select a Term or Date Range and click **Submit**.
You must select at least one Subject.
You may select multiple Subjects by using the Shift or Ctrl key.
To select all Subjects: click the first Subject, hold down the Shift key while scrolling down to the last Subject and Click.
Select any combination of fields to search.
- General Education categories, Bio-Station, Honors and Upper Division are all in the Attribute Type list.
- The % symbol is a wild card that could be used in combination with other search criteria. For example: If you select all the subjects, you can add in the course number 3% and pick an attribute and you will get all 3000-level courses with that attribute. However, if you search for more than one attribute at a time it is an OR statement instead of an AND, so you will get any upper-division course and any courses with each attribute type.

Click the Class Search button.
The results of your search are displayed (those class sections scheduled for the selected term which met your search criteria).

Click on the course section title to view Detailed Class Information.

Registration restrictions and prerequisites are displayed in the Detailed Class Information.

Select the View Catalog Entry link to view the course description.
ACCT 2113 - Fundamental Financial Accounting

Prerequisite: Business Administration 1001 or concurrent enrollment. Basic principles of financial accounting. Emphasis on the preparation and use of the income statement, balance sheet and statement of funds flow for corporations. Coverage includes the analysis and recording of transactions involving cash, inventories, fixed assets, bonds and capital stock as well as closing, adjusting and reversing entries for revenue and expense items. (F, Sp, Su)

3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate
Schedule Types: Lecture

Accounting Department

Course Attributes:
Business Course, Undergrad Lower Division Crse, Norman Lower Div Crse, Undergrad Business Course