

The screenshot shows the EMORY student dashboard interface. At the top, there is a blue header with the text "OPUS – UPDATE CLASSES". Below this is a dark blue navigation bar with the EMORY logo, a "Menu" dropdown, a search bar, and navigation icons. The main content area is titled "Student" and contains a grid of tiles. A red box highlights the "Course Planning and Enrollment" tile, which features a calendar icon and a graduation cap. A red arrow points to this tile from the left side of the screen. Other visible tiles include "Announcements", "Communications", "Academic Progress", "Tasks", "Enrollment Holds", "Profile", "Academic Records", "Health", "Financial Aid", "Emory Links", "GER/GEP Search", "Eagle / Dooley Dollars", "Transcripts", "Student Account", "Univ Course Atlas", and "Guest Access".

Select the “Course Planning and Enrollment” tile to *update classes*.

The screenshot shows the 'View My Classes' page for Spring 2018 at Emory College. The left sidebar contains a menu with 'Drop/Swap/Update Classes' expanded, and 'Update Classes' highlighted with a red box. A red arrow points to this option. The main content area shows class details for 'MATH 111 Calculus I' and 'MESAS 338 Tibetan History'.

Status	Units	Grading Basis	Grade	Academic Program	Requirement Designation
Enrolled	3.00	Graded		Liberal Arts & Sciences	Mathematics and Quantitative Reasoning

Class	Start/End Dates	Days and Times	Room
Lecture - 1862 - 1	01/17/2018 - 04/30/2018	Days: Monday Wednesday Friday Times: 8:00AM to 8:50AM	Math & Science Center - W301

Status	Units	Grading Basis	Grade	Academic Program	Requirement Designation
Enrolled	3.00	Graded		Liberal Arts & Sciences	History, Society, Cultures

Class	Start/End Dates	Days and Times	Room
Lecture - 1484 - 1	01/17/2018 - 04/30/2018	Schedule: To be Announced	To be Announced

The update process begins with the “Drop/Swap/Update Classes” option.

Click “Drop/Swap/Update Classes” option to display each option for selection.

Select the “Update Classes” option.

OPUS – UPDATE CLASSES

Student Update Classes

Spring 2018
Undergraduate Emory College

View My Classes

Class Search and Enroll

Shopping Cart

Drop/Swap/Update Classes

Drop Classes

Swap Classes

Update Classes

Course Atlas

Browse Course Catalog

Planner

Enrollment Dates

Exam Schedule

Choose classes to update

Class	Description	Days and Times	Units	Status
Lecture - 1862 - 1	MATH 111 Calculus I	Monday Wednesday Friday 8:00AM to 8:50AM	3.00	Enrolled
Lecture - 1484 - 1	MESAS 338 Tibetan History	To be Announced	3.00	Enrolled

Select the class you wish to update.

Exit Update Classes

Spring 2018
Undergraduate Emory College
Emory University

1 Class Preferences
In Progress

2 Review and Submit
Not Started

Step 1 of 2: Class Preferences

MESAS 338 Tibetan History
Lecture - 1484 - 1 - Open

Permission Number

Grading Basis
Graded

Requirement Designation - History, Society, Cultures

Take Requirement Designation

Accept

You will then be guided through a series of steps to update a class.

Step 1 is to update the class preferences.

Once you have made your changes, click the “Accept” button.

OPUS – UPDATE CLASSES

Spring 2018
Undergraduate Emory College
Emory University

1 Class Preferences
Complete

2 Review and Submit
Visited

Step 2 of 2: Review and Submit

MESAS 338 Tibetan History

Class Preferences

Permission Number	None
Grading Basis	Satisfactory/Unsatisfactory
Take Requirement Designation - History, Society, Cultures	Yes

Submit

Step 2 is to review and submit your changes.

In the example above, the Grading Basis was changed from “graded” to “Satisfactory/Unsatisfactory”.

Once you have reviewed your changes, click the “Submit” button.

Spring 2018
Undergraduate Emory College
Emory University

1 Class Preferences
Complete

2 Review and Submit
Visited

Step 2 of 2: Review and Submit

MESAS 338 Tibetan History

Class Preferences

Permission Number	None
Grading Basis	Satisfactory/Unsatisfactory
Take Requirement Designation - History, Society, Cultures	Yes

Submit

Are you sure you want to submit?

Yes No

Select “Yes” to confirm that you want to update the class or “No” to cancel.

OPUS – UPDATE CLASSES

The screenshot shows the OPUS student portal interface. At the top, there is a blue header with the text "OPUS – UPDATE CLASSES". Below this is a dark blue navigation bar with "Student" on the left, "Confirmation" in the center, and icons for home, search, and user profile on the right. The main content area has a light gray header with "Spring 2018" and "Undergraduate Emory College Emory University". On the left side, there is a vertical menu with various options: "View My Classes", "Class Search and Enroll", "Shopping Cart", "Drop/Swap/Update Classes" (expanded to show "Drop Classes", "Swap Classes", and "Update Classes" which is highlighted in yellow), "Course Atlas", "Browse Course Catalog", "Planner", "Enrollment Dates", and "Exam Schedule". The main content area displays a confirmation message: a green checkmark icon followed by the text "MESAS 338 - Tibetan History" and "Selected class has been updated." below it.

You should then receive a message stating that your class has been updated.