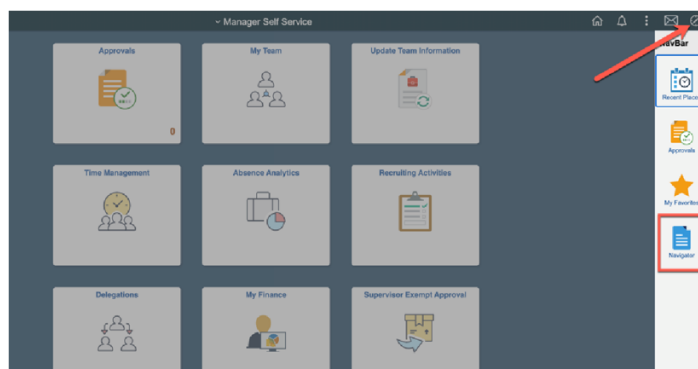
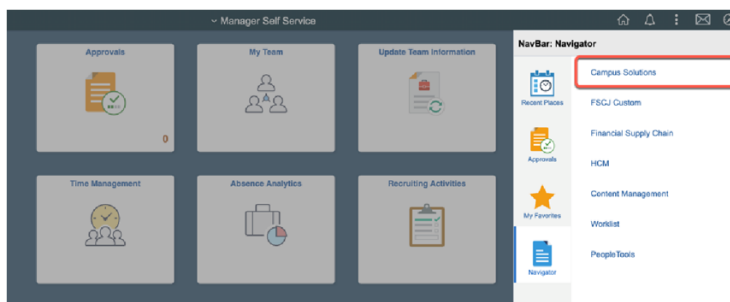


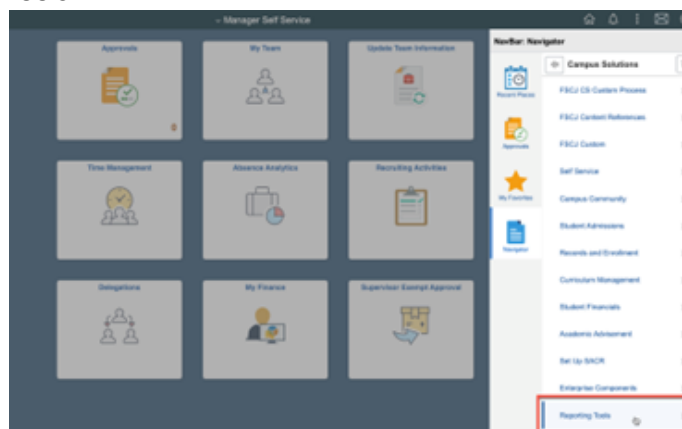
1. Log into myFSCJ and click the **Navigator Icon** in the upper right-hand corner. Then click **Navigator**.



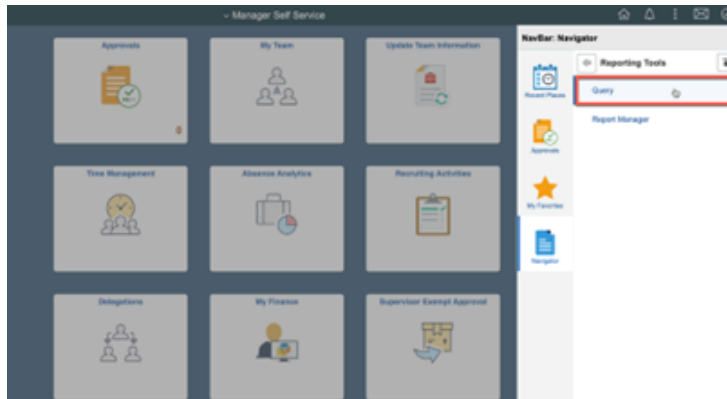
2. Click **Campus Solutions**.



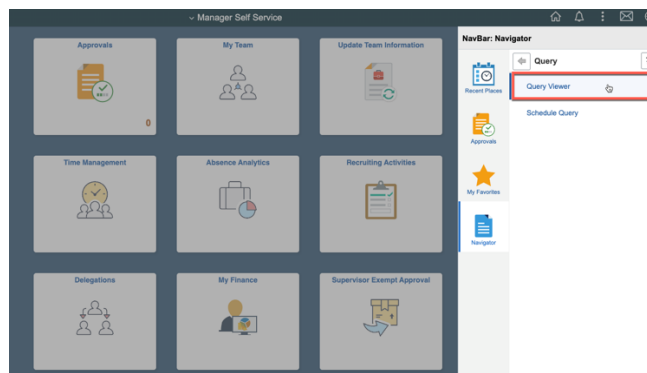
3. Click **Reporting Tools**.



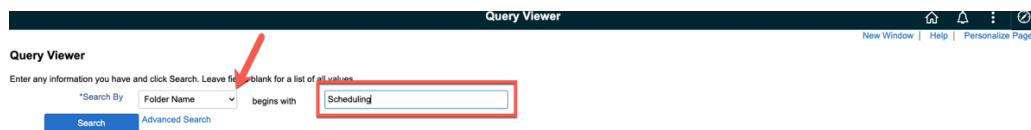
4. Click **Query**.



5. Click **Query Viewer**.



6. Click the **Search By** drop-down box. Select Folder Name from the drop-down box. In the “begins with” description box input the query folder you want to search by. Examples are: Scheduling, Encoding, Enrollment, or Student Records. Then click the **Search** button.



7. You will then see a list of all the queries in the scheduling folder. Before running a query make sure the pop-up blocker is turned off in your browser. To run a query in the web browser, click on the HTML link. The query results will populate in a new window. To run a query and have it populate automatically in Excel, click on the Excel link.

**Query Viewer**

Enter any information you have and click Search. Leave fields blank for a list of all values.

\*Search By:  begins with:

[Advanced Search](#)

**Search Results**

\*Folder View:

**Query**

Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Run to XML	Schedule	Definitional References	Add to Favorites
CS_SR_DEAN_LEVEL_Q_CLASS	Q class	Public	SCHEDULING	HTML	Excel	XML	Schedule	Lookup References	Favorite
CS_SR_DEAN_LEVEL_Q_CLASS_V2	Q class	Public	SCHEDULING	HTML	Excel	XML	Schedule	Lookup References	Favorite
CS_SR_Q_CLASS	Q class	Public	SCHEDULING	HTML	Excel	XML	Schedule	Lookup References	Favorite
CS_SR_Q_CLASS_BY_ADMIN	Q class	Public	SCHEDULING	HTML	Excel	XML	Schedule	Lookup References	Favorite
CS_SR_Q_CLASS_BY_ATTRIBUTE	Q class	Public	SCHEDULING	HTML	Excel	XML	Schedule	Lookup References	Favorite
CS_SR_Q_CLASS_V1	Q class	Public	SCHEDULING	HTML	Excel	XML	Schedule	Lookup References	Favorite
CS_SR_Q_CLASS_V2	Q class	Public	SCHEDULING	HTML	Excel	XML	Schedule	Lookup References	Favorite

8. Some queries have prompts to input criteria to run the query. In order to run the query put the criteria in the fields and click the view results button.

**CS\_SR\_Q\_CLASS - Q class**

Term:

Career:

Row	Course ID	Offer Nbr	Term	Session	Section	Institution	Acad Group	Subject	Catalog	Career Descr	Class Nbr	Component	Enrl Stat	Class Stat	Type	Assoc	WL Daemon	Auto Enrol	Stdnt Spec	Auto Enrol	Auto Enr Z	Resection	Sch Print	Constant	Cap Enrl	Wait Enrl	Min Enrl	Tot Enrl	Topic ID	Print	Acad Org	Next Org	ID	Campus	Location	Event ID	Mode	Equiv Crs	Override	Req Rm Cap	Start Date	End Date	Cancel Dt	Prim Sect	Coml Sect
-----	-----------	-----------	------	---------	---------	-------------	------------	---------	---------	--------------	-----------	-----------	-----------	------------	------	-------	-----------	------------	------------	------------	------------	-----------	-----------	----------	----------	-----------	----------	----------	----------	-------	----------	----------	----	--------	----------	----------	------	-----------	----------	------------	------------	----------	-----------	-----------	-----------

Below are the names of the queries in the Scheduling folder and a description of what data they return.

## Scheduling

Query Name	Description
FSC_CS_SR_CLASS_INSTR_WTH_POST	Validates that instructors do not have post grade access
CS_SR_Q_CLASS	This report will return all scheduled classes in a specific career and term.
CS_SR_Q_CLASS_BASES	All classes encoded at location G2502 and G2503
CS_SR_Q_CLASS_BY_ADMIN	This report will return all scheduled classes that have a specific course administrator.
CS_SR_Q_CLASS_WITH_ACAD_GRP	This report will return all scheduled classes in a specific career, term and academic group.
FSCJ_CS_SR_CLASS_LOCATION_VAL	This reports validates that the Campus on the class matches the location of the facility.
FSC_CS_SR_CLASS_ACAD_ORG_VAL	This report validates that the academic org on the course in the course catalog matches the academic org on the class that is scheduled.

FSC_CS_SR_CLASS_ASSOC_VALIDATE	This report validates that the number found in the section number matches the association number.
FSC_CS_SR_CLASS_ATTRIBUTE_VAL	This report validates that the attributes on the course in the course catalog are on the classes that are scheduled.
FSC_CS_SR_CLASS_CHARTFIELDS	This report returns a list of all the chartfields.
FSC_CS_SR_CLASS_COUNT_BY_TERM	This report will give you a total number of sections that have been scheduled for a term.
FSC_CS_SR_CLASS_DUP_CLASSNBR	This report validates that there are not any classes with duplicate class numbers.
FSC_CS_SR_CLASS_ENRL_LIMIT_VAL	This validation report returns all classes that have an enrollment capacity of 0.
FSC_CS_SR_CLASS_INSTR_GRADE	This validation report returns any class that has a blank or incorrect instructor access.
FSC_CS_SR_CLASS_INSTR_W_POST	Validates that primary and secondary instructors don't have grade access of post
FSC_CS_SR_CLASS_MISSING_COMPON	This validation report returns any classes that do not the required components scheduled.
FSC_CS_SR_CLASS_NOTES	This report returns a list of all the pre-defined class notes.
FSC_CS_SR_CLASS_ROOMSIZE_VAL	This validation report will return any classes that have a room size lower than the enrollment limit.
FSC_CS_SR_CLASS_SCHEDULE_PRINT	This validation report will return any non-enrollment sections that have the schedule print box checked.
FSC_CS_SR_CLASS_SCHEDULE_SUBJ	This report will return classes by a specific subject in a term.
FSC_CS_SR_CLASS_WAITLIST_NBR_V	This validation report will return any classes that has data in the waitlist field.
FSC_CS_SR_CRSE_ATTRIBUTE	This report will return a list of all course attributes.
FSC_CS_SR_CRSE_MULTI_COMPONENT	This report will return a list of all multi component classes.
FSC_SR_CLASS_TITLE_GROUP_VAL	This validation report returns a list of all classes that have a different academic group or title compared to the course catalog. This query is used by Curriculum Services.
INSTRUCTOR_ADVISOR_TABLE	List of all instructor information on the Instructor/Advisor credentialing table
Q_CLASS_FILTERED	Filtered Q Class. Matches Enrollment Management query but will return Enrollment and Non-Enrollment sections
SR_INSTRUCTOR_AUDIT_FOR_U_ORGS	Validates that the Academic Org on the Instructor/Advisor table matches the Academic Org for the course in the course catalog.

## Curriculum

Query Name	Description
COURSE_CATALOG_OFF_BY_GROUP	Returns course catalog data by Academic Group
CURRICULUM_VALIDATE_ACAD_ORG	Validates data for Academic Group and Academic org for all courses in course catalog

## Enrollment

Query Name	Description
COUNT_OF_UNITS_REGISTERED_V2	Returns total number of units that all students are registered for in a term.
ENROLLMENT_MANAGEMENT_REPORT	Filtered Q class data for all enrollment sections
FSC_SR_ENROLLMENT_COUNT_V2	Returns total number of students enrolled in a term
FSC_SR_PROGRAM_PLAN_ACTIVE	Returns a list of all plans on the plan table with a blank last admit term.
FSC_SR_STUDENT_SS_ENROLL_COUNT	Returns a total number of enrollments through self service
FSC_SR_STUDENT_SS_NO_ENROLL	Returns a list of students that put classes in their shopping cart but did not complete enrollment.
FSC_SR_TERM_ACTIVATED	Returns the number of students term activated in a specific term
SR_ENROLLMENT_Q_CLASS_V2	Smaller Q class report for validation
SR_STDNTS_BY_ACAD_PLAN	Returns a list of all active students for a specific program/plan

## Student Records

Query Name	Description
FSC_EMPLID_BY_FSCJ_EMAIL	Allows you to input student FSCJ email in the prompt and it will return the student's EMPL ID.
FSC_EMPLID_BY_SSN	Allows you to input student SSN in the prompt and it will return the student's EMPL ID.
FSC_SR_ENRL_GRADE_BASIS_OVRD	Returns a list of all enrollments with the grading basis override and/or different grading basis.