## How to Filter for No-Cost and Low-Cost Course Material Attributes in the Student Information System (SIS)

- 1. Navigate to the SIS login page: <u>https://www.uml.edu/enrollment/sis/</u>
- 2. Go to Class Search
- 3. Enter:
  - a. Institution: University of Mass Lowell (default)
  - b. Term: Enter the term you would like to search for (e.g., 2024 Winter or 2024 Spring)
  - c. In Additional Search Criteria:
    - i. Course Attribute (select one):
      - 1. No Cost (UMass Lowell OER) or
      - 2. Low Cost (UMass Lowell OER) for course materials \$50 or less
    - ii. **Course Attribute Value** (select one same as above):
      - 1. No Cost (UMass Lowell OER) or
      - 2. Low Cost (UMass Lowell OER) for course materials \$50 or less

## d. Search

4. All sections will appear with No Cost or Low Cost Course Attributes. You can narrow your search by entering a Subject and/or Course Number with either No Cost or Low Cost UMass Lowell OER Course Material Attributes.

Search for Classes			
Enter Search Criteria			Cer Adobe Reader
Search for Classes			
Institution	University of Mass Lowell	*	
Term	018: 2024 Spring	*	
Select at least 2 search criteria. Select Sea	rch to view your search results.		
	select subject	Subject	
Course Number	is exactly	*	
Course Career		~	
	Show Open Classes Only		
V Additional Search Criteria			
Meeting Start Time	greater than or equal to	~	
Meeting End Time	less than or equal to	×	
Days of Week	include only these days	~	
	Mon Tues Wed	Thurs Fri	Sat Sun
Instructor Last Name	begins with		
Class Nbr			
Course Keyword			
Minimum Units	greater than or equal to	~	
Maximum Units	less than or equal to	¥	
Course Component		~	
Session		~	
Mode of Instruction		~	
Campus		~	
Location		~	
Requirement Designation	No Cost (19/ers   curd (070)	~	
Course Attribute	Intras Lowell OER)		
Course Attribute	and the own (overse former of it)		
		Clear	Search

Figure 1: No Cost OER Course Material Attribute

Search for Classes Enter Search Criteria			Get Adobe
Search for Classes			
Institution	University of Mass Lowell	×	
Terr	018: 2024 Spring		
Select at least 2 search criteria. Select 36	rch to view your search results.		
	select subject	Subject	
Course Number	is exactly	*	
Course Career	<b>2</b> 8h 0 0 la 0	÷	
	Show Open Classes Only		
VAdditional Search Criteria			
Meeting Start Time	greater than or equal to	*	
Meeting End Time	less than or equal to	×	
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	Mon Tues Wed	Thurs Eri Sat	Sun
Instructor Last Nama	begins with		
Class Nbr			
Course Keyword		(2)	
Minimum Units	greater than or equal to	~	
Maximum Units	less than or equal to	~	
Course Component		~	
Session		~	
Mode of Instruction		~	
Campus		~	
Location		~	
Requirement Designation		~	
Course Attribute	LOW COSt (UMass LOWEI OER)	<u> </u>	
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		Clear Search	

Figure 2: Low Cost OER Course Material Attribute