

Coursedog Scheduling

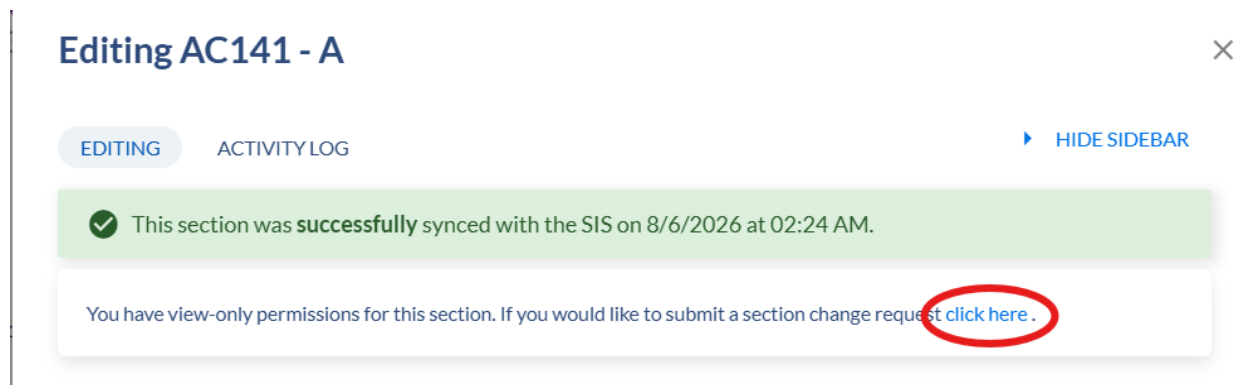
Editing after the Open Scheduling Period

Login to Coursedog: <https://app.coursedog.com>

On the Products page, select **Academic Scheduling**.

Option One - Select **Section Dashboard** in the navigation on the left side of the screen.

Select the section you would like to edit. You will see a link at the top of the page to request a change to the section.



Option Two - Click on  **Requests** in the navigation list on the left side of the screen.

Click on '+ CREATE REQUEST' next to the Requests heading.

Requests  **CREATE REQUEST** 

Request a Section Change. You will need to select the term and the type of change: Add Section, Add Section from Course Inventory (if course is in the catalog, but not

available in inventory when you try to add a section), or Edit Section. Then select the course.

At this point the instructions for adding or editing the section will follow the instructions for [creating the schedule during the open period](#).