



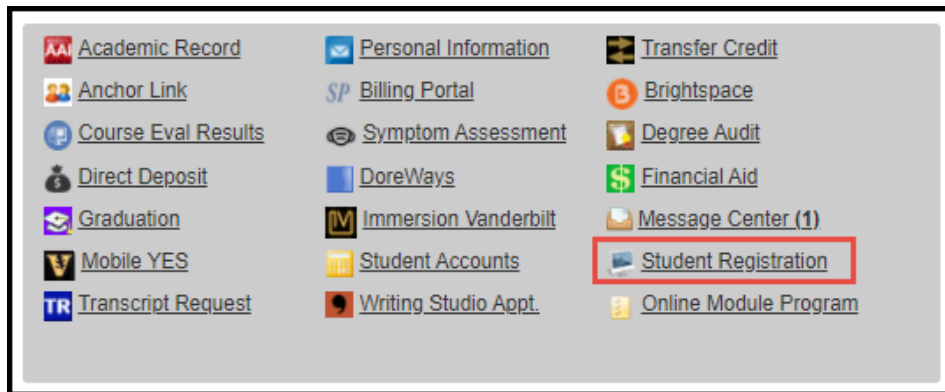
YES User Guide

COVID-19 Arrival Testing Enrollment

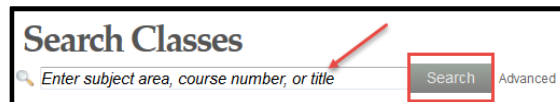
A guide to adding COVID-19 arrival testing sections to the cart and enrolling from the class cart. Enrollment is available through the Student Registration application in the YES suite of applications.

Adding COVID-19 Testing Time Block to the Cart

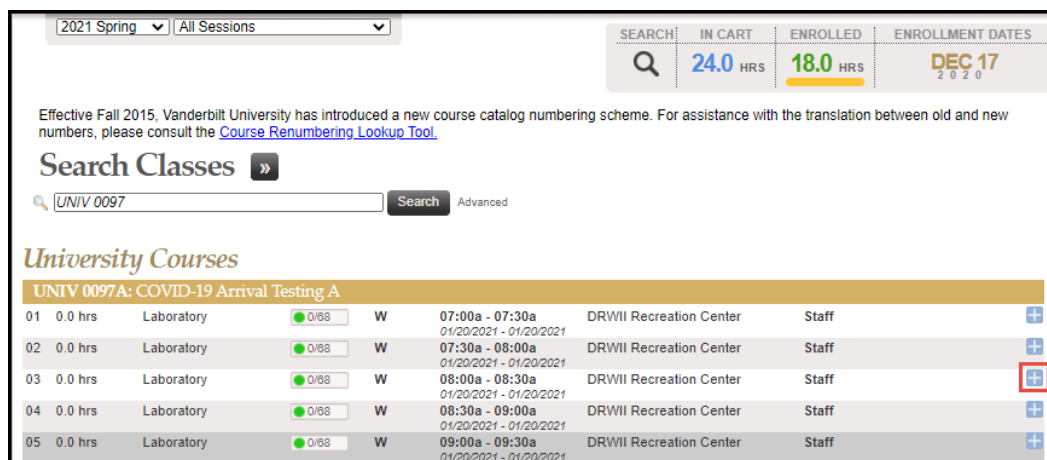
1. On the student landing page, click **Student Registration**.



2. Enter UNIV 0097 into the text box and click **Search**.



3. To add the class to your cart, click the plus sign icon or select Add to Cart from the Class Detail page. You will need to add both UNIV 0097A and 0097B to your cart.



UNIV 0097B: COVID-19 Arrival Testing B								
01	0.0 hrs	Laboratory	0/114	T	07:00a - 07:30a <small>01/26/2021 - 01/26/2021</small>	DRWII Recreation Center	Staff	+
02	0.0 hrs	Laboratory	0/114	T	07:30a - 08:00a <small>01/26/2021 - 01/26/2021</small>	DRWII Recreation Center	Staff	+
03	0.0 hrs	Laboratory	0/114	T	08:00a - 08:30a <small>01/26/2021 - 01/26/2021</small>	DRWII Recreation Center	Staff	+

Enrolling from the Class Cart

- To register, click on the drop down arrow to the left of the class and select Enroll. You must enroll in both 0097A and 0097B simultaneously.

The screenshot shows the 'Class Cart' interface. At the top, there are filters for '2021 Spring' and 'All Sessions'. A summary bar shows 'SEARCH' with a magnifying glass icon, 'IN CART' with '0.0 HRS', 'ENROLLED' with '18.0 HRS', and 'ENROLLMENT DATES' with 'DEC 17 2020'. Below this, the 'Class Cart' title is followed by navigation arrows. Two class entries are visible: 'UNIV 0097A: COVID-19 Arrival Testing A' and 'UNIV 0097B: COVID-19 Arrival Testing B'. Each class entry has a dropdown menu on the left with options: 'Do Not Enroll', 'Enroll', and 'Waitlist If Full'. The 'Enroll' option is highlighted with a mouse cursor. At the bottom left, there is a 'Submit' button.

- Click Submit to enroll.

This is a close-up screenshot of the class cart. It shows the two class entries: 'UNIV 0097A: COVID-19 Arrival Testing A' and 'UNIV 0097B: COVID-19 Arrival Testing B'. The 'Submit' button at the bottom left is highlighted with a red box.

- If registration is successful, you will receive a confirmation message on the bottom right corner. If registration is not successful, an error message will appear with the reason why.

NOTE: If you are enrolled in a class that has a time listed in YES, you will not be able to register in a COVID-19 Testing Time Block at the same time, even if the class in which you are enrolled is being offered asynchronously.

Please contact the YES Help Line at yes@vanderbilt.edu or 615-343-4306 if you have questions or need additional assistance.