

Finding the correct SRS # for class website creation requests:

To get the SRS number for a course:

1. Go to <https://sa.ucla.edu/ro/Public/SOC> (You can get there from www.registrar.ucla.edu and clicking on Schedule of Classes).
2. Find the course for which you want the SRS#. Click on the section or info icon to view the class details page.
3. The ID number is the SRS# for the corresponding course.
4. An example of the number is 142042200, which is the number that is needed to create the course website for the lecture.

A file containing only the SRS numbers for the courses that need to be created should be saved as a .txt file in Notepad. Class website creators need the SRS number for the primary activity portion of any class websites that are being created.

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