

SCNS STATE PROFILE (DESCRIPTION) REPORT

This document will walk you through the process of running a state profile (description) report. The State Profile report will list discipline/prefix and state description for each course, as well as all institutions that offer the course number.

Step 1: Open http://scns.fldoe.org/scns/public/pb_index.jsp in your web browser and click on the blue box that says “Reports.”

text only

SCNS Florida Department of Education
Statewide Course Numbering System


Find a Course Welcome to Florida's Statewide Course Numbering System. Created in the 1960s, it is a key component of Florida's K-20 seamless system of articulation. The system provides a database of post-secondary courses at public vocational-technical centers, community colleges, universities, and participating nonpublic institutions. The assigned numbers describe course content to improve research, assist program planning, and facilitate the transfer of students.

Reports

Download

Related Links

Articulation



Please use the links on the left to find Institution Contacts and Discipline Coordinators, please log in using the fields below.

Log In

Login

Password

Login

[Forgot Your Password?](#) If you have any problem logging in please contact the [System Administrator](#).


Latest News


- [Courses at Nonregionally Accredited Institutions_March 2013](#)

FLORIDA
SCNS
Statewide Course Numbering System

This site is best viewed using [Internet Explorer 5.01](#) or higher.

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 MyFlorida.com



Step 2: A drop down box will appear. Select the "Course Inventory (Excel)" report.

The screenshot shows the SCNS (Statewide Course Numbering System) website. The browser address bar displays http://scns.fl DOE.org/scns/public/pa_index.jsp. The page header includes the SCNS logo and the text "Florida Department of Education Statewide Course Numbering System".

On the left side, there is a "Find a Course" menu with the following items:

- Comparability Report
- Course Inventory
- Course Inventory (Excel)** (highlighted with a red circle and a red arrow pointing to it)
- Courses at Non-regionally Accredited Institutions
- Distribution Matrix
- Institution Courses
- Institution Course Transactions
- Statewide Course Detail (Excel)
- Institution Course Descriptions
- Institution and Statewide Course Inventory

The main content area contains a welcome message: "Welcome to Florida's Statewide Course Numbering System. Created in the 1960s, it is a key component of Florida's K-20 system of articulation. The system provides a database of post-secondary courses at public vocational centers, community colleges, state universities, and participating nonpublic institutions. The assigned numbers describe the courses in a way that is consistent to improve research, assist in planning, and facilitate the transfer of students." To the right of this text is a photograph of a smiling graduate in a cap and gown.

Below the welcome message, there is a "Log In" section with a "Log In" button, a "Login" input field, and a "Password" input field. Below these fields is a "Login" button. A link for "Forgot Your Password" is provided, along with contact information for the System Administrator.

At the bottom of the page, there is a logo for "FLORIDA SCNS Statewide Course Numbering System" and a note: "This site is best viewed using Internet Explorer 5.01 or higher." The footer includes the copyright notice "© 2001 State of Florida" and "Last Update: 1/28/2013 Ver: 5.2.5". There is also a logo for "myFLORIDA.com" and a "508 BOBBY APPROVED" logo.

Step 3: From the drop down boxes, select desired **discipline** area (example: Accounting) and desired **prefix** from specified discipline (example: ACG or "ALL."). Click **Submit**.

Florida Department of Education
Statewide Course Numbering System

[Home](#) > Course Inventory Report

Select a Discipline
ACCOUNTING

Select One or All Prefixes
All
ACG - ACCOUNTING- GENERAL
ACO - ACCOUNTING- OCCUPATIONAL/TECHNICAL VARIABLE PACE
APA - APPLIED ACCOUNTING
TAX - TAXATION

Submit

Note : You must have MS Excel installed on your computer to view this report.

Tips for Printing

- Go to File --> Page Setup and select Page size as *Legal* and orientation as *Landscape*
- Click on Sheet tab and enter **\$1:\$5** in *Rows to repeat at top*
- Set the header and footer including page numbers as required

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Step 4: A new window will open and the pop-up message will appear asking if you want to open, save or save as. Select which option you desire. If opting to save, decide upon the appropriate destination you wish to save the file to. Using Microsoft Excel, open the report and format as desired.

