# Schedule Planner Instructions

1. Log on to your my UW at wisc.edu and click on your student center tab

2. Click on Schedule Planner

3. Click on "Click Here"

4. Select the proper term

5. Click "Add Course" button to add courses

6. Select a subject and a course and click add course

7. After selecting a course, look for it to show up on main page. Repeat steps five and six for all courses.

8. The schedule planner also has a section for adding in breaks, for times during the day that you do not wish to take classes. Click on "Add Break."

9. Select the break name, start time, end time and day of the week. Examples of breaks: researching, work hours, athletic practices, band practices, volunteering etc.

10. After you have selected your classes and breaks, check the box to the left of classes, names and click “Generate Schedule.”

11. A list of all available schedules will be displayed. Click on the view button to view each schedule.

12. Clicking “View” shows what a weekly schedule will look like. So you can best plan your days.

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---|---|---|---|---|---|
| 7:45 | | ANTHRO-100-304 DIS 7:45am - 8:35am | | | |
| 8:00 | | SOC SCI 6113 | | Research | |
| 8:15 | | Alia Gurtov | | | |
| 8:30 | | | | | |
| 8:45 | MATH-112-002 LEC 8:50am - 9:40am | | MATH-112-002 LEC 8:50am - 9:40am | | MATH-112-002 LEC 8:50am - 9:40am |
| 9:00 | VAN VLECK B305 | | VAN VLECK B305 | | VAN VLECK B305 |
| 9:15 | Amanda Hittson | | Amanda Hittson | | Amanda Hittson |
| 9:30 | | | | | |
| 9:45 | ZOOLOGY-101-001 LEC 9:55am - 10:45am | | ZOOLOGY-101-001 LEC 9:55am - 10:45am | | ZOOLOGY-101-001 LEC 9:55am - 10:45am |
| 10:00 | SOC SCI 6210 | | SOC SCI 6210 | | SOC SCI 6210 |
| 10:15 | Sharon Thoma | | Sharon Thoma | | Sharon Thoma |
| 10:30 | | | | | |
| 10:45 | | | | | |
| 11:00 | AFROAMER-151-001 LEC 11:00am - 12:15pm | ANTHRO-100-002 LEC 11:00am - 11:50am | AFROAMER-151-001 LEC 11:00am - 12:15pm | ANTHRO-100-002 LEC 11:00am - 11:50am | |
| 11:15 | EDUCATION L185 | SOC SCI 6104 | EDUCATION L185 | SOC SCI 6104 | |
| 11:30 | Michael Thornton | | Michael Thornton | | |
| 11:45 | | | | | |
| 12:00 | | | | | |
| 12:15 | | | | | |
| 12:30 | | | | | |
| 12:45 | | | | | |
| 1:00 | Volunteering at the Hospital | | Volunteering at the Hospital | | |
| 1:15 | | | | | |
| 1:30 | | | | | |
| 1:45 | | | | | |
| 2:00 | | | | | |
| 2:15 | | | | | |
| 2:30 | | | | | |
| 2:45 | | | | | |
| 3:00 | | | | | |
| 3:15 | | | | | |
| 3:30 | | | | | |
| 3:45 | | | | | |

13. When looking at the schedule if you realize there is a class at a time you really like, you can lock in that class to look at other schedules, that contain that class at the same time. Click on the lock to lock in the class. Then click on “Close Schedule.”

Print Page | Send Schedule to Shopping Cart | Close Schedule

*You are viewing a potential schedule and must send to your Shopping Cart to enroll.

| More Info | Status | Subject | Course | Section | Open Seats | Day(s) & Time(s) | Date | Location(s) |
|---|---|---|---|---|---|---|---|---|
| | Not Enrolled | AFROAMER | 151 | 001 | 10 | MW - 11:00am - 12:15pm | 1/23/2012 - 5/9/2012 | EDUCATION L185 |
| | Not Enrolled | HDFS | 362 | 001 | 16 | | 1/23/2012 - 5/11/2012 | |
| | Not Enrolled | ZOOLOGY | 101 | 001 | 50 | MWF - 9:55am - 10:45am | 1/23/2012 - 5/11/2012 | SOC SCI 6210 |
| | Not Enrolled | MATH | 112 | 016 | 5 | TTh - 1:00pm - 2:15pm | 1/24/2012 - 5/10/2012 | WHITE 3250 |
| | Not Enrolled | ANTHRO | 100 | 002 | 4 | TTh - 11:00am - 11:50am | 1/24/2012 - 5/10/2012 | SOC SCI 6104 |
| | Not Enrolled | ANTHRO | 100 | 309 | 1 | W - 5:40pm - 6:30pm | 1/25/2012 - 5/9/2012 | SOC SCI 6109 |

14. Click “view” to view a new schedule. You will notice in the next schedule the class is locked in for that specific time.

15. When you have found the schedule you would like, click on the button “Send Schedule to Shopping Cart” to start your enrollment.

View Schedule - Spring 2011-2012

Print Page | Send Schedule to Shopping Cart | Close Schedule

*You are viewing a potential schedule and must send to your Shopping Cart to enroll.

| More Info | Status | Subject | Course | Section | Open Seats | Day(s) & Time(s) | Date | Location(s) |
|---|---|---|---|---|---|---|---|---|
| | Not Enrolled | AFROAMER | 151 | 001 | 10 | MW - 11:00am - 12:15pm | 1/23/2012 - 5/9/2012 | EDUCATION L185 |
| | Not Enrolled | HDFS | 362 | 001 | 16 | | 1/23/2012 - 5/11/2012 | |
| | Not Enrolled | MATH | 112 | 004 | 3 | MWF - 9:55am - 10:45am | 1/23/2012 - 5/11/2012 | WHITE 3250 |
| | Not Enrolled | ZOOLOGY | 102 | 002 | 1 | M - 1:20pm - 4:20pm | 1/23/2012 - 5/7/2012 | NOLAND 261 |
| | Not Enrolled | ANTHRO | 104 | 001 | 27 | TTh - 9:55am - 10:45am | 1/24/2012 - 5/10/2012 | INGRAHAM B10 |
| | Not Enrolled | ANTHRO | 104 | 307 | 2 | M - 4:35pm - 5:25pm | 1/23/2012 - 5/7/2012 | SOC SCI 6113 |

Links to specific Course Scheduler Websites: www.registrar.wisc.edu/demos .htm