Add a Course on the Schedule Planner main page, navigate to Courses and click Add Course.

Courses

ADD COURSE BY SUBJECT
- Select the Subject from the alphabetical list.
- Select the Course from the numerical list. The list also shows the Course title.
- A brief description will appear below after the course is selected.
- Click Add Course to Continue or Done to return to the main page.

MY PLANNER
- The My Planner tab shows courses that were added to My Planner in PeopleSoft.
- Choose a term from the Plan Term dropdown, or Unassigned for courses that do not have an associated term.
- Select the course(s) you wish to schedule.
- Click Add Course to Continue or Done to return to the main page.

BY SECTION ATTRIBUTE
- Choose an Attribute to search by; for example, Instructional Delivery Method.
- Choose a Value; for example, World Wide Web.
- Select the Subject and then the Course.
- A brief description will appear below after the course is selected.
- Click Add Course to Continue or Done to return to the main page.

NOTE: Seat availability will update every minute.