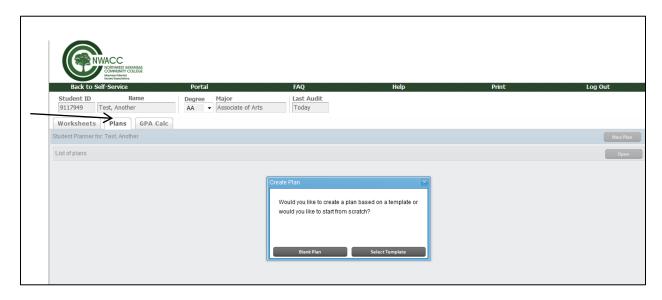
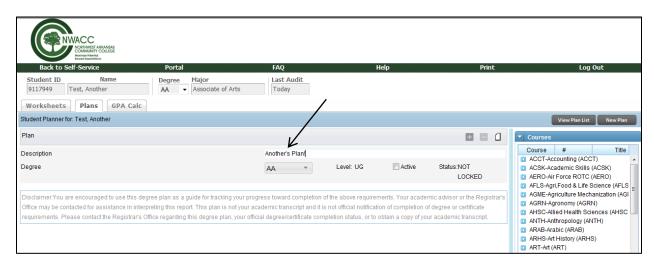
Use the planning tool to lay out the courses that you still need by semester to graduation.

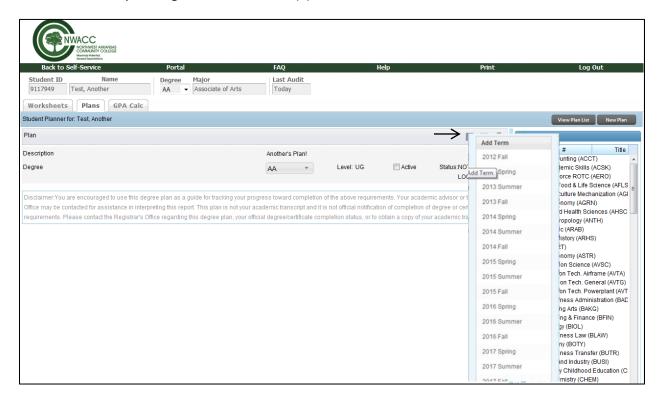
Select the Plans Tab. You will see a pop-up prompting you to select Blank Plan or Select Template:



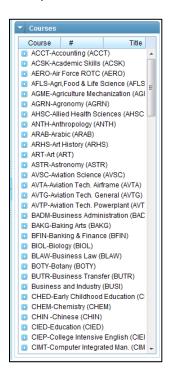
Each plan will require a description which you can enter here:



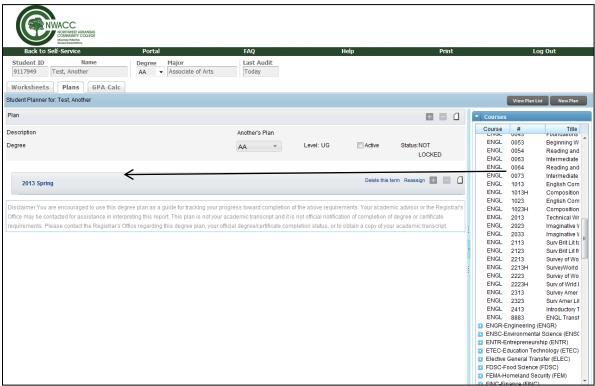
Select Semester by clicking the Add Term icon (+) as shown here:



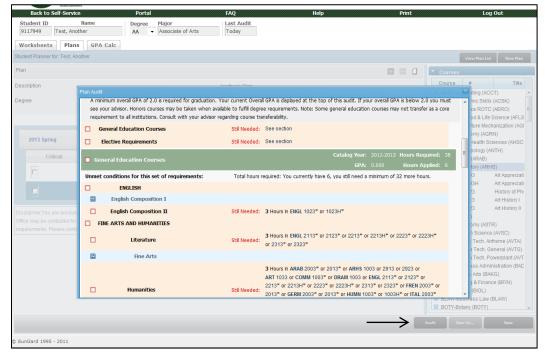
Next you will select courses that meet your Degree Requirement from the courses drop-down box:



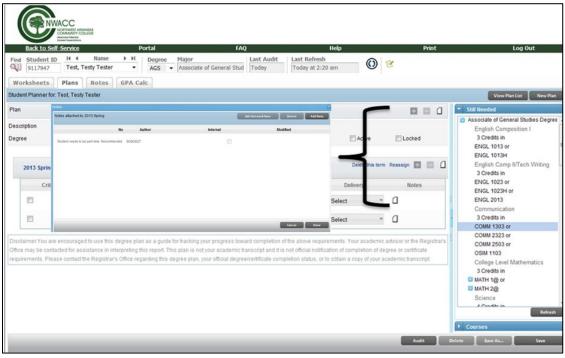
Click on the class you want to add to your plan and drag/drop it to the Semester you are building: Repeat the drag/drop process to build out each term accounting for pre-requisites.



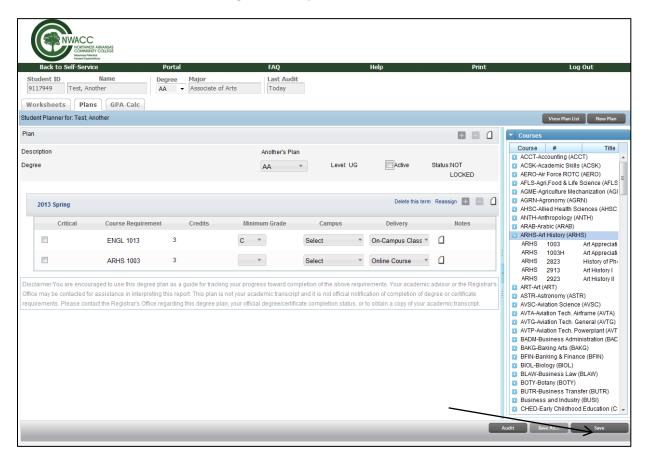
Once the plan is complete, you can select the Audit function which will reflect the planned courses designated with the icon.



Notes can be entered in three different locations: by plan, semester, and/or course. By selecting the \Box icon, you can review previously entered notes and/or enter your own.



Remember to select Save when changes are complete:



How to Create a Plan

The next time you access the Plan tab, the plan(s) will be shown in a list format. (Highlight the plan and select open to review/change.)

