

SCHEDULE PLANNER

1 LOG INTO [STUDENT PROFILE](#) or use the link at the bottom of www.uidaho.edu/registrar/students

2 SELECT SCHEDULE PLANNER from the left-hand menu

3 SELECT TERM & CAMPUS *Only active terms are visible*

Schedule Planner opens with filters for Course Status, Instruction Modes, and Parts of Term at the top.

Course Status

Open Classes Only

Open & Full w/Waitlist Open

Open & Full

Limit courses to only those with open seats or include those with waitlist openings. Choose specific parts of term (Full vs Early or Late 8 week) or instruction modes.

4 ADD COURSES
Search *Subject, Instructor, & Attributes*

Course Status: Open Classes Only Change Term: Fall 2024 Change

Campuses: 1 of 5 Selected Change Parts of Term: All Parts of Term Change

Instruction Modes: All Instruction Modes Change

Instructions: Add desired courses and breaks and click Generate Schedules button! ✕

Courses + Add Course

Select All ✕

ART 100
Introduction to Art: Why Art Matters ⚙️ ⓘ 🔒 ✕

FREN 101
Elementary French I ⚙️ ⓘ 🔒 ✕

PSYC 101
Introduction to Psychology ⚙️ ⓘ 🔒 ✕

Breaks + Add Break

Select All ✕

Practice
TTh - 5:00pm to 6:00pm ⚙️ Edit ✕

Ongoing

Pick up Joe
MTWThF - 3:00pm to 4:00pm ⚙️ Edit ✕

Ongoing

Schedules ⚙️ Advanced Options 1 📅 View Schedules

🔄 Generate Schedules 🔀 Shuffle

Looks like you have many scheduling options! Try using breaks, locks and course options to narrow your results. ✕

Generated 46 Schedules

View 1 🔍 Practice, Pick up Joe, 100-ART-01, 101-ENGL-03, 101-FREN-01, 101-PSYC-02

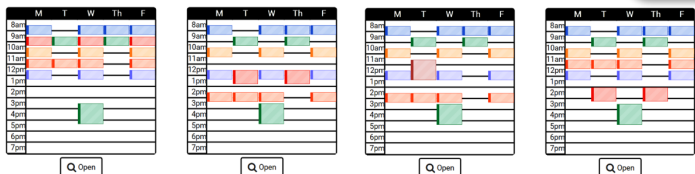
View 2 🔍 Practice, Pick up Joe, 100-ART-01, 101-ENGL-60, 101-FREN-01, 101-PSYC-02

View 3 🔍 Practice, Pick up Joe, 100-ART-01, 101-ENGL-01, 101-FREN-02, 101-PSYC-02

5 ADD BREAKS
Include work, lunch, naps, & practices

6 GENERATE SCHEDULES
Every combination is listed

7 VIEW & COMPARE
Hover over magnifying glass to preview. **Open** to view schedule detail. Check boxes to compare 2-4 schedules.



Like part of a suggested schedule?
Lock course sections with the padlock. Future schedules will contain the locked section.

Click to lock this class for ART 100

ART-100
AG SCIENCE 106
Vandal, Athena

🔒

Have a few favorite schedules?
Use the heart icon to name your favorites. They appear in your Favorites tab.

❤️ Favorites 2

⚙️ Advanced Options 1

📅 View Schedules

COMM 101
Fundamentals of Oral Communication ⚙️ Options ⓘ 🔒 ✕

Too many choices?

Select a course's option button to view sections. Use the checkboxes to limit which sections are enabled when generating schedules.

Enabled (3 of 4)

🔍 Advanced Filters

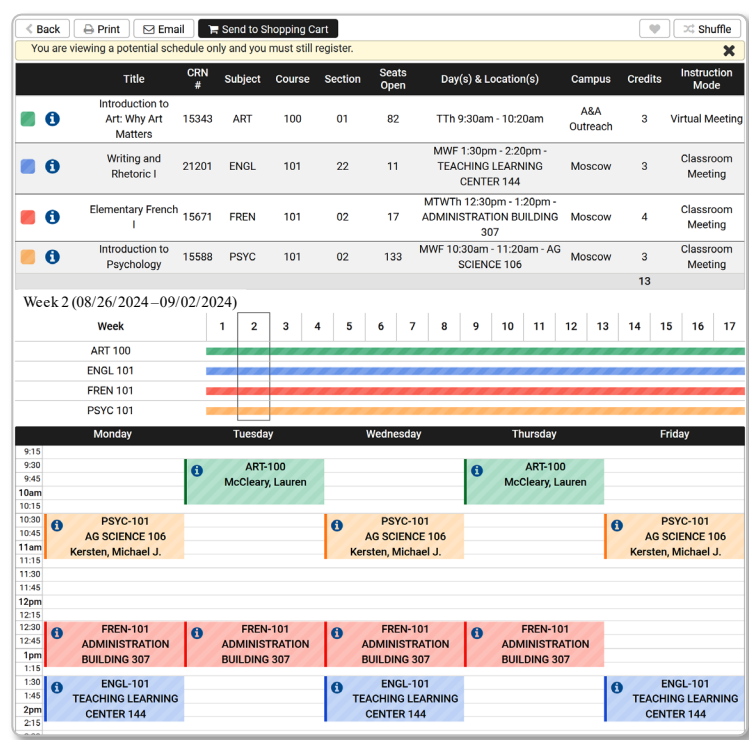
CRN #	Title	Section	Seats Open	Instructor	Parts of Term	Day(s) & Location(s)	Campus	Credits
<input type="checkbox"/> ⓘ 15581	HON:Introduction to Psychology	01	30	Vandal, Joe	Fall 2024 Full Term	MWF 1:30pm - 2:20pm - BRUCE M. PITMAN CENTER 040A	Moscow	3
Notes: Limited to students in the Honors Program.								
<input checked="" type="checkbox"/> ⓘ 15588	Introduction to Psychology	02	150	Vandal, Joe	Fall 2024 Full Term	MWF 10:30am - 11:20am - AG SCIENCE 106	Moscow	3
<input checked="" type="checkbox"/> ⓘ 15594	Introduction to Psychology	03	150	Vandal, Joe	Fall 2024 Full Term	TTh 9:30am - 10:45am - AG SCIENCE 106	Moscow	3
<input checked="" type="checkbox"/> ⓘ 27584	Introduction to Psychology	04	96	Vandal, Joe	Fall 2024 Full Term		CLASS Outreach	3

Questions? Contact the Registrar's Office at (208) 885-6731 or registrar@uidaho.edu

8 CONSULT YOUR ADVISOR
 Decide which schedule to start with and which to keep in reserve if a class is full.

9 SEND TO CART
 In **View** mode, click **Send to Shopping Cart**.

10 BEGIN REGISTRATION
 If your registration time is already open, **Send to Shopping Cart** takes you to select the desired **Term**.
 Select **Add All** on the **Cart and Plans** tab. **Click Submit**.
 You are **successfully registered** when you see a green **Registered** status next to each course.

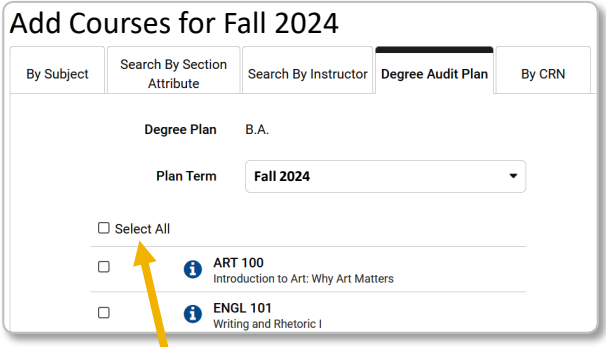
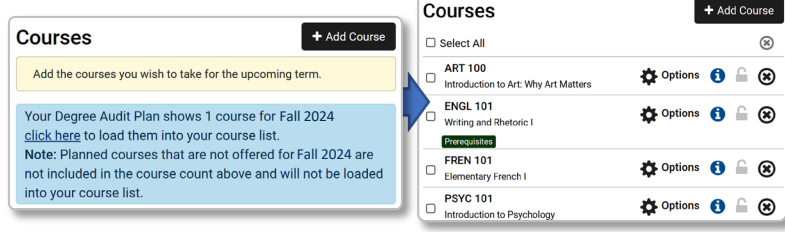


Waiting to register? Once your registration time opens go to:
Student Profile > Add/Drop Classes > Register for Classes

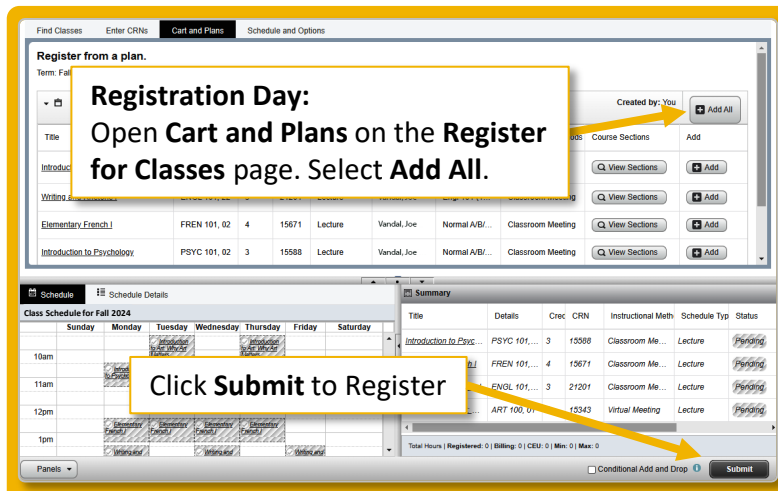
Friends Don't Let Friends Schedule by Hand
 The fastest way to register? An approved Degree Audit plan & Schedule Planner's Shopping Cart.

Prepare: Work with your advisor to set an approved plan in Degree Audit. Many majors have 4-year plans ready to simplify course selection.

Pull the approved plan into Schedule Planner by clicking on the link in the box under **Courses**. Or Select **+ Add Course** to be taken to the **Degree Audit Plans** tab under **Add Courses for...**



Choose **Select All** or use the checkboxes to edit which courses to include.



Build your schedule. Send it to your cart (**Step 9, above**). Wait for **Registration Day**.