

# Introducing MyScheduler

Create your perfect schedule based on when you're free!

Are you a **busy** student?

Do you build your class schedule around **time commitments**?

## How can MyScheduler help you?

- Quickly see **all schedule combinations** for the courses you want to take based on when you're free
- See all open sections
- Compare multiple schedule versions side-by-side

## How does it work?

- Log in to your myCSUSTAN and follow the steps below to try it!
- Enter courses you want to take
- Enter breaks when you're not available for class

## 1) Access MyScheduler from your student portal (myCSUSTAN).

The screenshot shows the MyCSUSTAN student portal on the left and the MyScheduler instructions page on the right. A blue box highlights the 'Log in to your student portal at [my.csustan.edu](http://my.csustan.edu)' link. A red box highlights the 'MyScheduler' link in the 'Academics' menu. A red arrow points from the 'MyScheduler' link to the 'CLICK HERE' button in the instructions. Another red box highlights the 'CLICK HERE' button with the text '2. Select "Click Here" in Step 1.' The instructions list three steps: 1. Click 'CLICK HERE' to open the Schedule Planner in a pop-up window. 2. Return to this window after clicking 'Send Schedule to Shopping Cart'. 3. Visit the 'COURSE ENROLLMENT' page from your Student Center to continue with course enrollment.

## 2) Open MyScheduler and follow instructions to begin planning schedule options!

The screenshot shows two screens from the MyScheduler interface. The left screen is titled 'Select Campus Settings:' and has a table with 'Campus' and 'All Campuses Selected' checked. A red box highlights the 'All Campuses Selected' row with the text '3. Select "ALL CAMPUSES"'. The right screen is titled '\*Please select the term you wish to schedule for below.' and has a 'Select Term' dropdown menu. A red box highlights the dropdown menu with the text '4. Select Term'. The dropdown menu shows options: '-Select Term-', '2014 Winter', and '2014 Spring'.

\*Note: Currently the Stockton Center is not listed as a separate campus. For now, students should always choose "all campuses selected".

The screenshot shows the 'View Schedule #1 - 2014 Spring' screen. The top section shows course selection options: Course Status (Open Classes Only), Academic Group (All Groups Selected), Instruction Mode (All Modes Selected), Term (2014 Spring), and Campus (All Campuses Selected). A red box highlights the 'Add Course' button with the text '5. Add courses to take next term.' Another red box highlights the 'Add Break' button with the text '6. Add breaks to block off time for no class'. The middle section shows a list of courses and breaks. A red box highlights the 'View' button for the first schedule with the text '7. Click to view schedules!'. The bottom section shows a grid of schedules. A red box highlights the 'Send Schedule to Shopping Cart' button with the text '8. When you find a schedule you like, select "Send Schedule to Shopping Cart"'. The grid shows the following schedule:

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00	English-1001-004 LEC	Softball Practice	English-1001-004 LEC	Softball Practice	English-1001-004 LEC
8:15	Dorothy & Bill Bizzini 103		Dorothy & Bill Bizzini 103		Dorothy & Bill Bizzini 103
8:30	Helen Arguelles Gudino		Helen Arguelles Gudino		Helen Arguelles Gudino
8:45					
9:00	Chemistry-1000-001 LEC		Chemistry-1000-001 LEC		Chemistry-1000-001 LEC
9:15	Naraghi Hall of Science 101		Naraghi Hall of Science 101		Naraghi Hall of Science 101
		Biology-3310-001		Biology-3310-001	