

# STUDENT PLANNING

## *Instructions for Use*

### FIRST STEPS IN STUDENT PLANNING

1. Log in to WebAdvisor, and get to the Student Menu.
2. Select Student Planning.
3. Note four tabs: Home / My Progress / Plan & Schedule / Course Catalog
4. Select My Progress. Check to see if your current Program/Major has requirements, and if it is the right Program/Major given your goals.
5. If your Program/Major has no requirements, or if you need to update your Program/Major, go back to your Student Menu in WebAdvisor and make the change through “Verify/Change My Program/Major”

### GETTING AROUND IN STUDENT PLANNING

**Home Tab:** shows your current schedule

**My Progress:** Based on your specific Cabrillo Program / Major, Student Planning evaluates how your completed and in-progress courses meet specific requirements. From My Progress you can **add** courses to your plan to meet GE and major requirements; just select a course, read the important course details (pre- and co-requisites, when the course is offered, etc.), and select the semester you plan to take that course.

**Plan & Schedule** has two views: Schedule view and Timeline view

1. *Schedule View:* allows for the selection of specific sections (days/times/instructor) of courses that are on your plan; you'll be able to register for specific sections directly from this Schedule View.
2. *Timeline View:* allows you to scroll through multiple terms, and provides the easiest way to **delete** courses from your plan (click on the “X” by the course) or to **move** courses to different terms (click on the course and indicate a new term).

**Course Catalog:** provides another way to add courses to your plan.