Building the Planner Instructions

There are two options available for building the Planner:

1. Select courses from the full list of courses in the catalog.
   OR

2. Use the Degree Progress Report that lists the courses as prescribed by the degree requirements. Using the **Plan By My Requirements** option provides the most benefit.

Building the Planner - Browse Course Catalog (option 1)

1. Select the **Browse Course Catalog** button.

2. Search for courses by subject area - use the alphabet index to navigate directly to subjects beginning with a specific letter.

3. Select the subject code to expand the list and view all courses. Select the Course Description link or course number to view course details.

4. Mark the desired courses and select **Add to Planner**.

NOTE: Please use the information in the "Typically Offered" column as a guide. The pattern identified for the course does not guarantee that the University will be able to offer the course as planned, nor does it guarantee that it will be available at all campus locations.

My Planner

Browse Course Catalog

University of Maine | Undergraduate

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
0 1 2 3 4 5 6 7 8 9

| Collapse All | Expand All | Add to Planner |

Select subject code to display or hide course information.

Please use the information in the Typically Offered column as a guide. The pattern identified for the course does not guarantee that the University will be able to offer the course as planned, nor does it guarantee that it will be available at all campus locations.

Typically Offered is only a guide

▽ WGS - Women's, Gender, Sexuality Std

Select	Course Nbr	Course Title	Typically Offered
☐	101	Introduction to Women's, Gender, and Sexuality Studies	Fall, Spring, Summer
☑	103	Introduction to Lesbian, Gay, Bisexual, Transgender, and Queer Studies	Fall & Spring
☐	201	Topics in Women's, Gender, and Sexuality Studies	Fall, Spring, Summer

Building the Planner - Plan By My Requirements (option 2)

1. Select the **Plan By My Requirements** button to display a version of the Degree Progress Report.

2. View the information for the requirements not yet satisfied and identify a course to be added to the Planner.

3. Select the hyperlink for the course description (title) and view the course details.

4. Select the **Add to Planner** button.

Organizing Courses in the Planner

The courses in the Planner can be assigned to a specific term. This makes it easier to find sections offered for a term in preparation for enrollment.

Creating the Wish List using the Planner

1. Access the Wish List using the **Wish List** link in the Student Center (also available via the **Planner** and **Enroll** links).

2. Select the appropriate term.

3. Under the "Add to Wish List" section, select the **My Planner** option and click **Search**.

4. Select a course from the Planner to be added to the Wish List.

5. Review the list of available sections of the course and select a section.

sections for 2019 Fall

Section	Personalize | Find | View All | 🔲 | 🖩	First ◀ 1 of 1 ▶ Last

Section		Session Status	
0001-LEC (88933)	Regular Academic Session	🟢	Select

Section Details　Personalize \| Find \| 🔲 \| 🖩　First ◀ 1 of 1 Last

Days	Start	End	Room	Instructor	Dates	Location
TuTh	9:30AM	10:45AM	Little Hall 130	Penny Rheingans	09/03/2019 - 12/13/2019	Orono UM Campus

Use class seciton links to see additional class details

ection	Personalize | Find | View All | 🔲 | 🖩	First ◀ 1 of 1 ▶ Last

Section		Session Status	
1001-LAB (88934)	Regular Academic Session	⬜	Select

Section Details　Personalize \| Find \| 🔲 \| 🖩　First ◀ 1 of 1 ▶ Last

Days	Start	End	Room	Instructor	Dates	Location
Tu	12:30PM	1:20PM	Boardman Hall 318	Penny Rheingans	09/03/2019 - 12/13/2019	Orono UM Campus

6. Select **Next** to add the section to the Wish List.

Wish List

Help[?]

1 — 2 — 3

1. Select classes to add - Enrollment Preferences

2019 Fall | Undergraduate | University of Maine
COS 125 - Intro Pr Solv Using Comp Prog

Class Preferences

COS 125-0001	Lecture	● Open
COS 125-1002	Laboratory	● Open

Permission Nbr [ ]

Grading Graded

Units 4.00

Session Regular Academic Session
Career Undergraduate

Requirement Designation Quantitative Literacy

Enrollment Information

- Prerequisite: A grade of C or better in MAT 122, or no grade record in MAT 122 and a passing score on Part 3 of the Math Placement Exam.
- Quantitative Literacy

[Cancel] [Next]

Section	Component	Days & Times	Room	Instructor	Start/End Date
0001	Lecture	TuTh 9:30AM - 10:45AM	Little Hall 130	Penny Rheingans	09/03/2019 - 12/13/2019
1002	Laboratory	Tu 3:30PM - 4:20PM	Boardman Hall 318	Penny Rheingans	09/03/2019 - 12/13/2019

7. You should see a confirmation message once the section has been added to your Wish List.

Additional features of The Planner

- Courses on the Planner are identified on the **Plan By My Requirements Report**.

- View the details of the requirement being met by selecting the information icon.

- If a planned course has a pre-requisite, use the "**yes**" link to view the course details, enabling a view of the pre-requisite information.

- Use the **View Class Sections** button to see the sections offered for the term in which the course has been assigned in the Planner.

Advisee Planner

Alex Daisy

Please use the information in the Typically Offered column as a gu
University will be able to offer the course as planned, nor does it guarantee

Planned Courses

Course	Description	Units	Typically Offered	Req
ANT 212	The Anthropology of Food	3.00	Fall	ⓘ

2020 Spring

Course	Description	Prereq	Units	Typically Offered	Req
BIO 122	Biology: The Living Science		3.00	Spring	ⓘ
MUY 411	Chamber Jazz Arr & Piano II	yes	3.00	Spring, Even Years	ⓘ

2020 Fall

Course	Description
MUH 201	History of Wes
MUS 150	Majoring in Mu

MUY 411 - Chamber Jazz Arranging and Piano II

Course Detail

Career Undergraduate

Units 3.00

Grading Basis Graded

Course Components Lecture   Required

Academic Group University Wide Programs

Academic Organization UM Dept of Music

View Class Sections

This course is in your planner under Term(s) 2020 Spring.

Enrollment Information

Typically Offered Spring, Even Years

Enrollment Requirement Prerequisite: MUY 410