

# Class Schedule Planner

As you plan to register, make sure you identify the courses that are needed for timely degree completion. Undergraduates are encouraged to use the new Degree Planner. Once you are ready to create an optimal class schedule, follow the steps below.

## How to Use the Class Schedule Planner

1. Schedule Planner can be accessed in the **Enrollment Shopping Cart** or on the **Enroll** page in your Student Center.

**Add Classes to Shopping Cart**

As you begin planning for the semester. You can use the 'schedule planner' to quickly create a variety of potential schedules based on your course selections and other life commitments. The schedule planner allows you to start by loading your plan created in the Degree Planner. Once you choose your preferred schedule, you will be able to load your Shopping Cart directly from the Schedule Planner. When complete, check your eligibility to enroll in selected class(es) by clicking the 'validate' button. The Shopping Cart will temporarily save classes until you are able to enroll for this term.

**Add to Cart**

Class Number	Find Classes
Enter Class Number	<input type="button" value="Class Search"/>
<input type="text"/>	<input type="button" value="Search"/>
	<input type="button" value="Schedule Planner"/>

**Spring 2026 Shopping Cart** 0

● OPEN   ■ CLOSED   ⚠ WAIT LIST

Your enrollment shopping cart is empty.

2. Select the **Schedule Planner** button and follow the instructions.

**Schedule Planner > Instructions:**

**i** The Schedule Planner helps you plan your class schedule. You may need to disable the pop-up blocker of your internet browser to successfully launch the Schedule Planner.

1. to open the Schedule Planner in a pop-up window.

2. [Return to this window after clicking](#)

## Add Courses

3. Select the **Add Course** button.

4. Add desired courses individually or load your planned courses from your Degree Planner.

## Add Courses for Spring 2026

By Subject    Degree Planner    Search By Instructor    Search By Course Attribute

Subject: Select Subject...    Course: Select Course...

[Back](#)    [+ Add Course](#)

Desired Courses    Current Schedule

Choose a Course and click Add Course

## Add Breaks

5. Select the **Add Break** button.
6. Enter a break name.
7. Select day(s) and start/end time(s).

## Add New Break

Breaks are times during the day that you do not wish to take classes.

Break Name

Start Time  :  **am** **pm**

End Time  :  **am** **pm**

Days  Select Weekdays

MON  TUE  WED  THU  FRI  SAT  SUN

Duration  Ongoing

Spring 2026

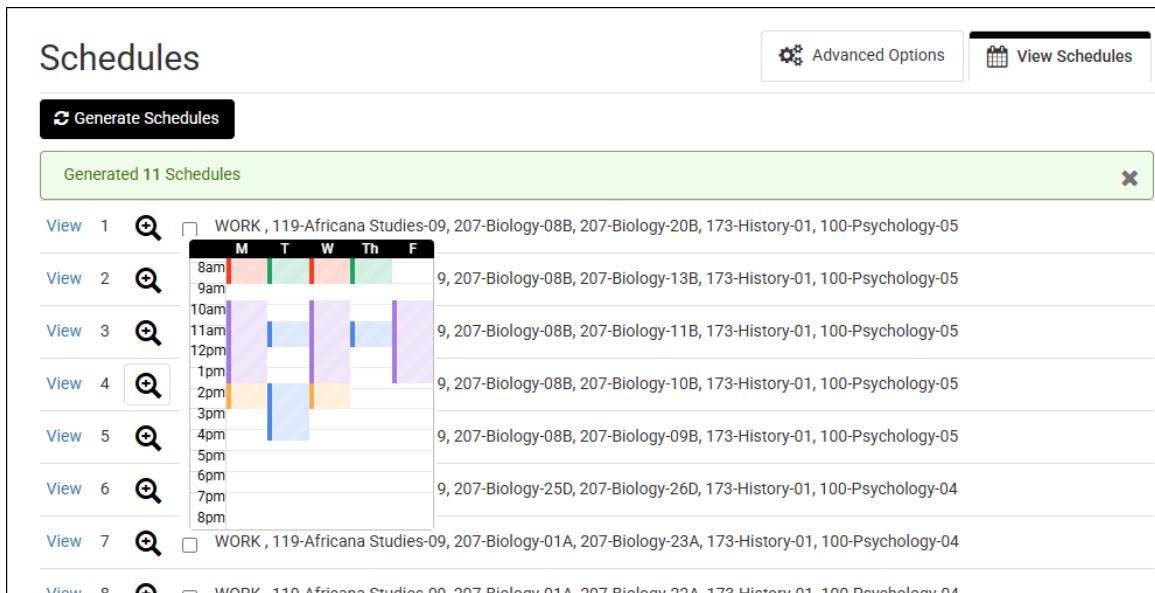
**Add Break**

## Verify Desired Courses and Breaks

Courses	<a href="#">+ Add Course</a>	Breaks	<a href="#">+ Add Break</a>
<input checked="" type="checkbox"/> Select All <span style="float: right;"></span>		<input checked="" type="checkbox"/> Select All <span style="float: right;"></span>	
<input checked="" type="checkbox"/> Biology 207 <input checked="" type="checkbox"/> Human Physiology <span style="background-color: #008000; color: white; padding: 2px 10px; border-radius: 5px;">Has Reserve Caps</span>	 <a href="#">Options</a>   	 <a href="#">Edit</a> <span style="float: right;"></span>	<b>WORK</b> <input checked="" type="checkbox"/> MWF - 10:00am to 2:00pm Spring 2026
<input checked="" type="checkbox"/> Psychology 100 <input checked="" type="checkbox"/> General Psychology	 <a href="#">Options</a>   		

## How to Generate Schedules

1. When you're finished adding courses and breaks, select **Generate Schedules**. A list of available schedules will appear based on course selection and break entries.
2. **Hover** over the magnifying glass to review the potential schedule.
3. **Compare** up to four schedules at a time.



The screenshot shows a user interface for generating academic schedules. At the top, there are buttons for 'Advanced Options' and 'View Schedules'. Below this, a green header bar indicates 'Generated 11 Schedules'. A list of 11 schedules is displayed, each with a 'View' link, a magnifying glass icon, and a checkbox. Schedule 4 is currently selected, showing a weekly class schedule grid. The grid columns represent the days of the week: Monday (M), Tuesday (T), Wednesday (W), Thursday (Th), and Friday (F). The grid rows represent time intervals: 8am, 9am, 10am, 11am, 12pm, 1pm, 2pm, 3pm, 4pm, 5pm, 6pm, 7pm, and 8pm. Each cell in the grid contains a list of course codes and names. For example, in the 10am slot on Monday, the courses listed are WORK, 119-Africana Studies-09, 207-Biology-08B, 207-Biology-20B, 173-History-01, and 100-Psychology-05. Other schedules in the list show similar grids for different days and times.

## Finding the Optimal Schedule

4. You can narrow schedule results by selecting the **Lock** icon for each class. Please note that this feature does not guarantee the preferred section; you must still complete the enrollment process through your Student Center.

5. You can also save and name a preferred schedule as a **Favorite**.

[Back](#)
[Email](#)
 Validate
Send to Shopping Cart

Schedule 2 of 124

ID:

You are viewing a potential schedule only and you must still register. X

Status	Subject	Course	Section	Class #	Seats Open	Day(s) & Location(s)	Dates	Units
<span style="color: green;">●</span> <span style="color: green;">i</span> Enrolled	Africana Studies	119	09	6121	35	TTh 8:00am - 9:15am - PSY Room 236	01/20/2026 - 05/07/2026	3
<span style="color: blue;">●</span> <span style="color: blue;">i</span> <span style="color: red;">🔒</span> Not Enrolled	Biology	207	01A	6956	176	MW 2:00pm - 3:15pm - LH Room 151	01/21/2026 - 05/06/2026	4
<span style="border: 1px solid green; padding: 2px;">Has Reserve Caps</span>								
<span style="color: blue;">●</span> <span style="color: blue;">i</span> Not Enrolled	Biology	207	22A	9665	27	F 2:00pm - 4:45pm - MLSC Room 129	01/23/2026 - 05/08/2026	0
<span style="color: red;">●</span> <span style="color: red;">i</span> <span style="color: red;">🔒</span> Not Enrolled	History	173	01	5276	99	MW 8:00am - 9:15am - MM Room 100	01/21/2026 - 05/06/2026	3
<span style="color: orange;">●</span> <span style="color: orange;">i</span> <span style="color: orange;">🔒</span> Not Enrolled	Psychology	100	04	1976	227	TTh 11:00am - 12:15pm - LH Room 151	01/20/2026 - 05/07/2026	3
13								

**Week 2 (01/26/2026 - 02/02/2026)**

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Africana Studies 119																
Biology 207																
Biology 207																
History 173																
Psychology 100																

Monday	Tuesday	Wednesday	Thursday	Friday
8am <span style="color: blue;">i</span> History-173 MM Room 100 Matt Berkley <span style="color: red;">🔒</span>	8:15 <span style="color: blue;">i</span> Africana Studies-119 PSY Room 236	8:30 <span style="color: blue;">i</span> History-173 MM Room 100 Matt Berkley <span style="color: red;">🔒</span>	8:45 <span style="color: blue;">i</span> Africana Studies-119 PSY Room 236	9am

## How to Enroll

1. Select **Send Schedule to Shopping Cart** and follow instructions.
2. Select **Import Cart** to add your schedule to your Shopping Cart.

i You have a schedule pending from Schedule Planner. Please press the Import Cart button below to load your schedule into the enrollment shopping cart.

[Import Cart](#)

3. Select your classes and then select **Validate** before attempting to enroll. The system will check for possible conflicts and eligibility

The screenshot shows the 'Spring 2026 Shopping Cart' interface. At the top, a green banner indicates: 'Cart Import from Schedule Planner complete. Add more classes or click Proceed to Step 2 to continue processing your enrollment.' On the left, there are two sections: 'Add to Cart' (with a 'Class Number' input field and 'Enter' button) and 'Find Classes' (with 'Class Search', 'Search', and 'Schedule Planner' buttons). On the right, the 'Spring 2026 Shopping Cart' table lists three classes:

SELECT	CLASS	DAYS/TIMES	ROOM	INSTRUCTOR
<input type="checkbox"/>	<a href="#">BIOL 207-01A (6956)</a>	MoWe 2:00PM - 3:15PM	LH Room 151	M. Amaya
<input type="checkbox"/>	BIOL 207-22A (9665)	Fr 2:00PM - 4:45PM	MLSC Room 129	To be Announced
<input type="checkbox"/>	<a href="#">PSY 100-04 (1976)</a>	TuTh 11:00AM - 12:15PM	LH Room 151	A. Wax

At the bottom, there are three buttons: 'Delete' (red), 'Validate' (blue with a checkmark icon), and 'Enroll' (green with a checkmark icon). The 'Validate' button is highlighted with a red box and an arrow points to it.

4. Once you are able to register for classes, select your classes and then select **Enroll**.  
5. You can repeat the process to add additional courses as well.