ENTERPRISE APPLICATIONS | MY PLANNER

My Planner User Guide (Using CAPS+)

The academic plan generated by CAPS+ can be transferred to My Planner for easy enrollment. To transfer a course from CAPS+ to My Planner, select "Yes" next to the course and click "Add Selected to My Planner."

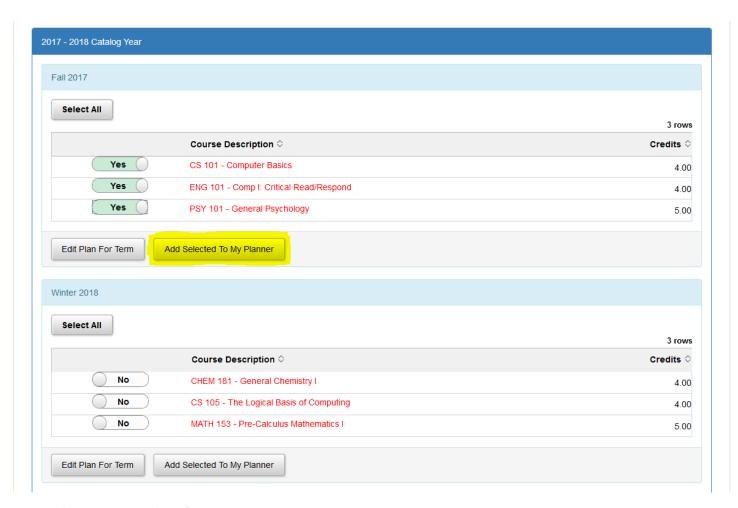


Figure 1: Add courses to My Planner from CAPS+

To view all courses added to My Planner, click "Go to My Planner" below the GPA graph.

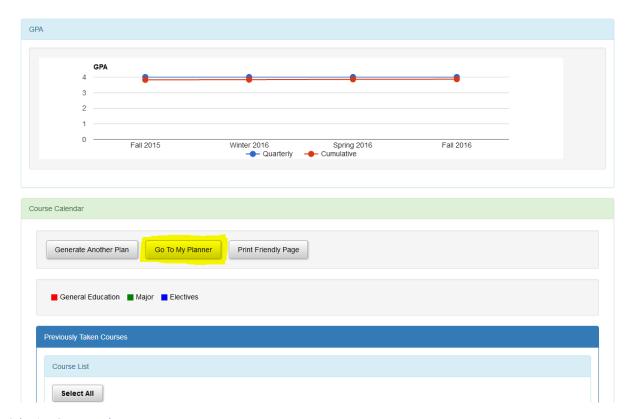


Figure 2: Selecting Go to My Planner

To proceed with enrollment from My Planner, click on the "Shopping Cart" tab.

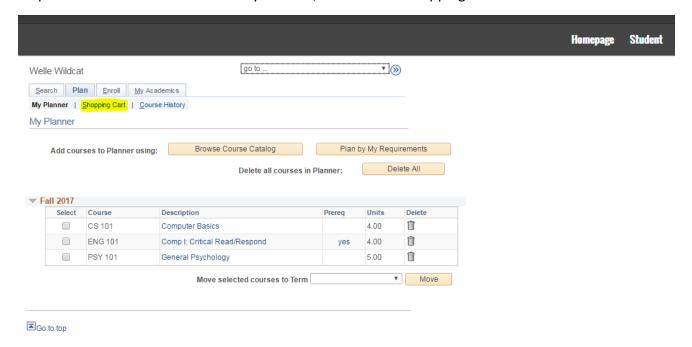


Figure 3: My Planner

From the shopping cart, select "My Planner" under "Find Classes" and click "Search."

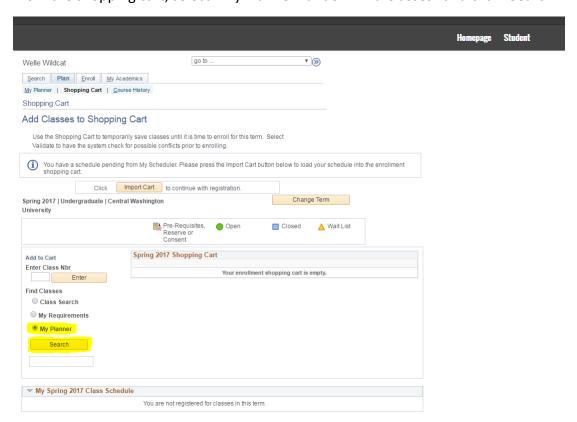
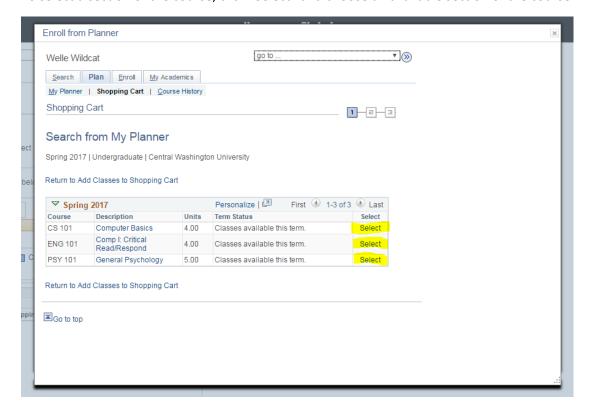
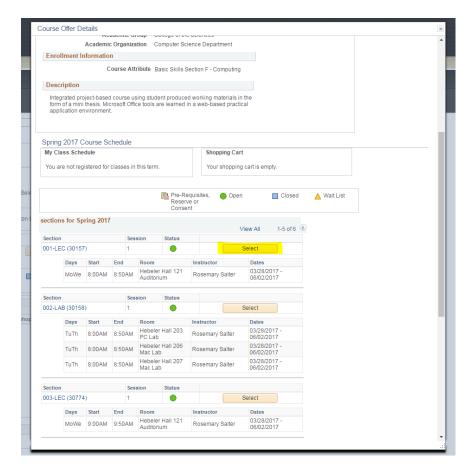


Figure 4: Adding courses to Shopping Cart from My Planner

To select a section of the course, click "Select" and choose an available section of the course.





Continue with enrollment!

