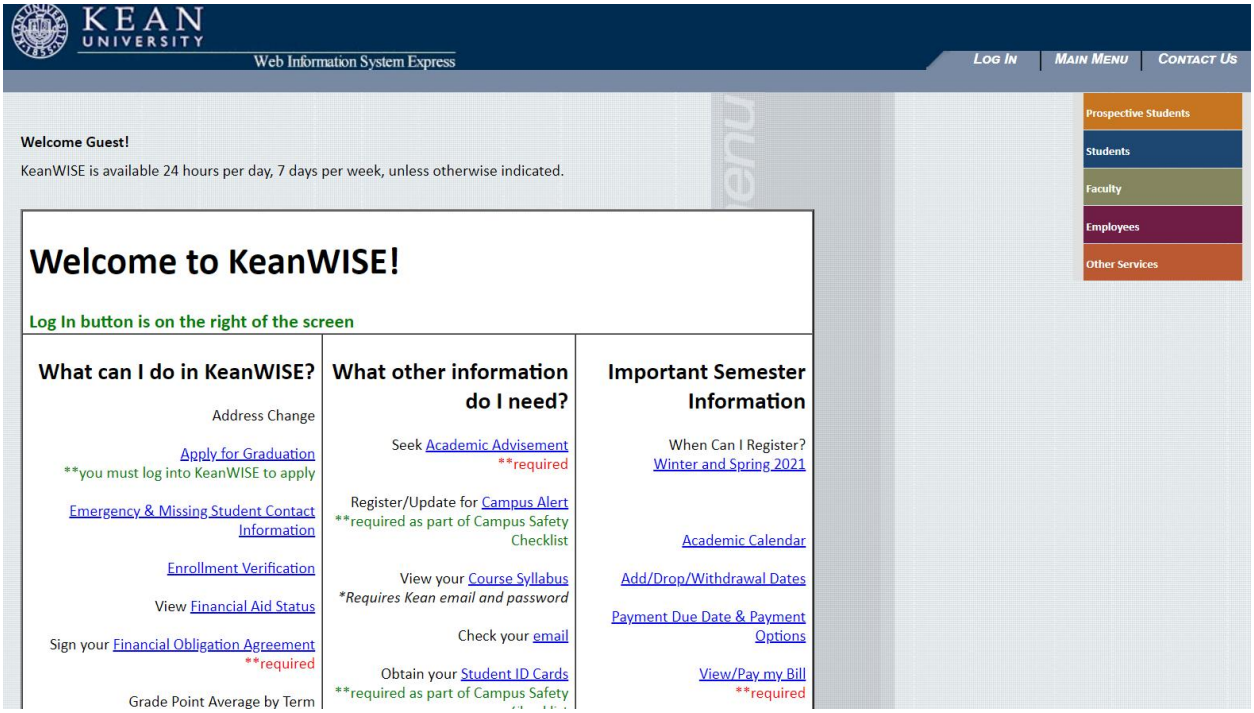
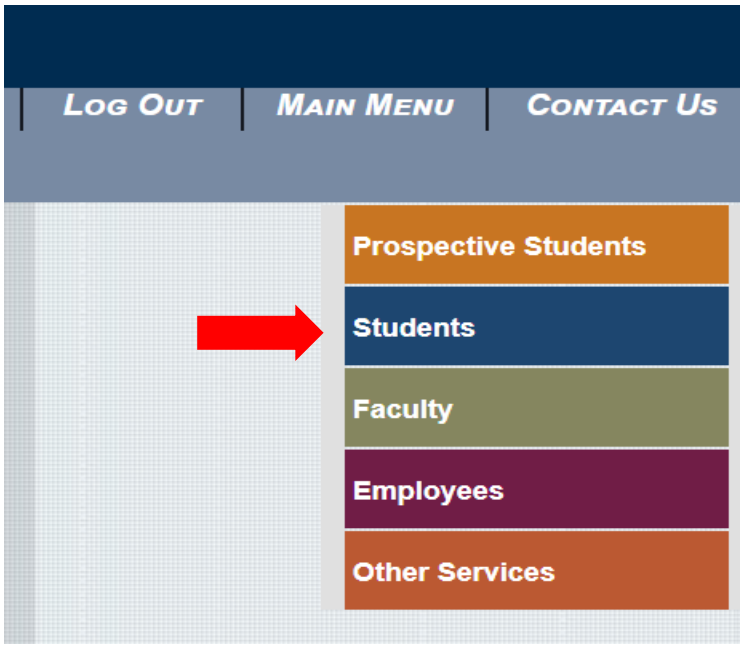
Student Planning Overview

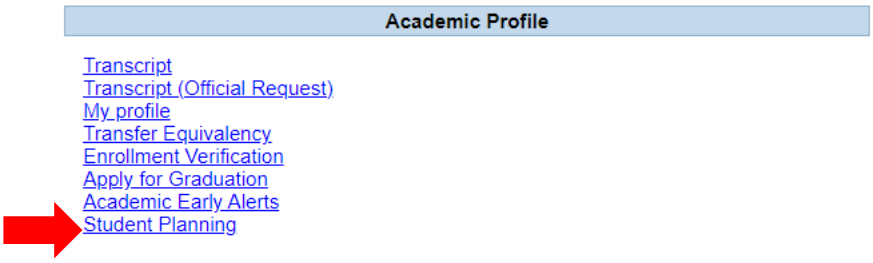
1. Login to your KeanWise account.



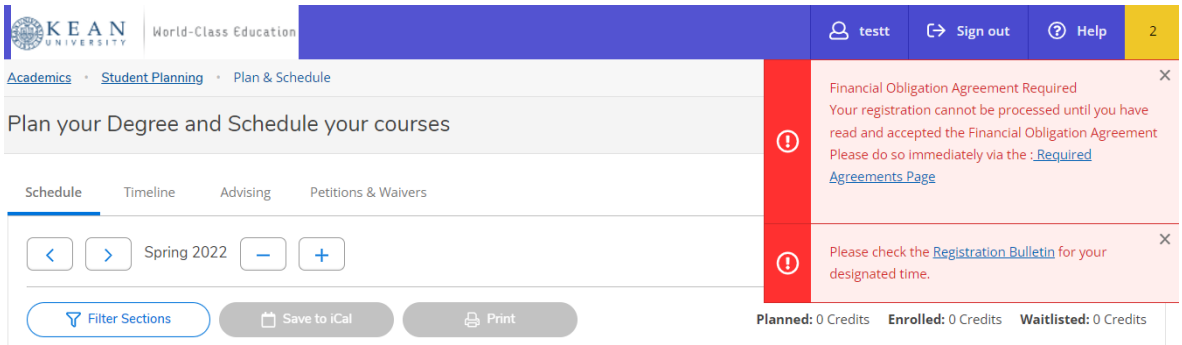
2. Once logged in select the Student from the options listed on the right hand side of the screen.



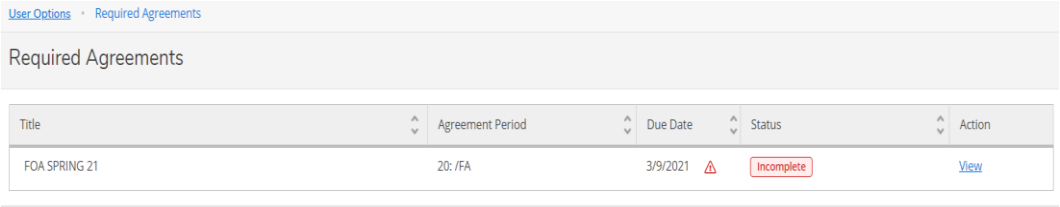
3. Under Academic Profile, select Student Planning



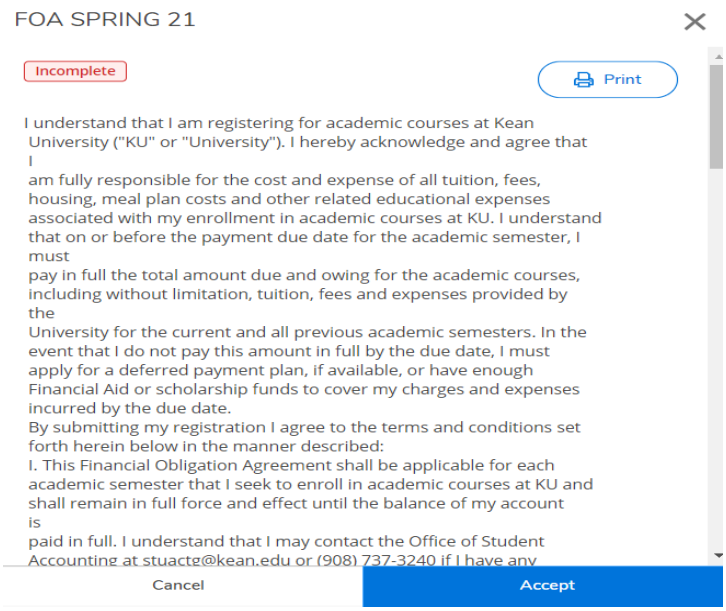
4. To accept the financial obligation agreement, go to “Plan and Schedule”, click on the Required Agreement link located in the FOA popup message.



5. The next screen will list any required agreements to be completed. In the action column select view

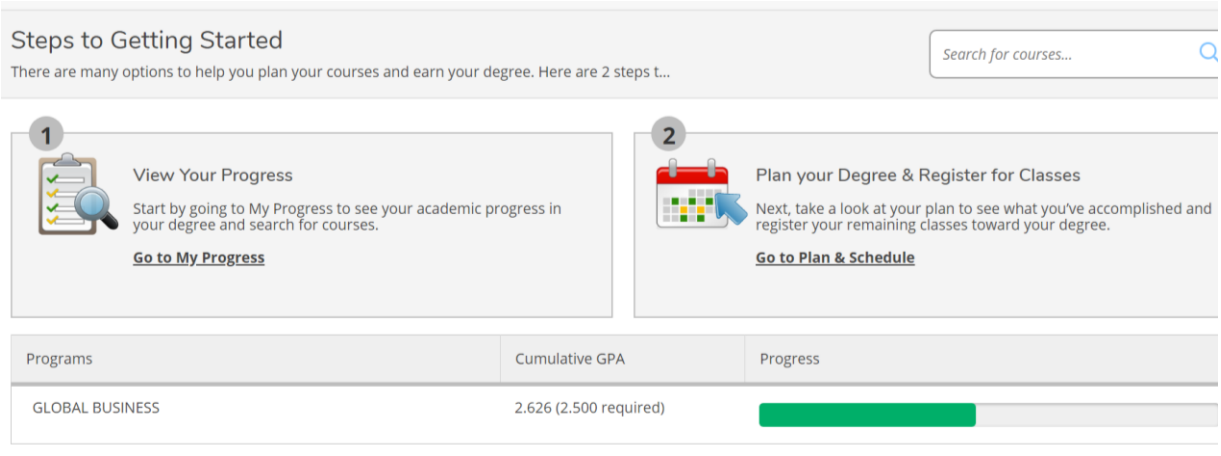


6. Read the financial agreement and select accept

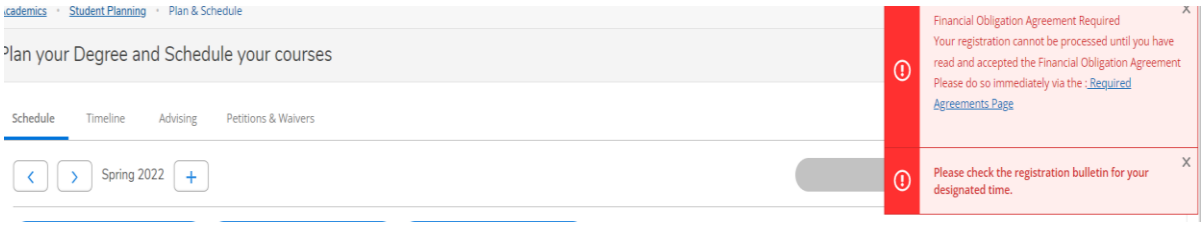


7. Click on Academics represented by the graduation cap on the left side of the screen, select Student Planning.

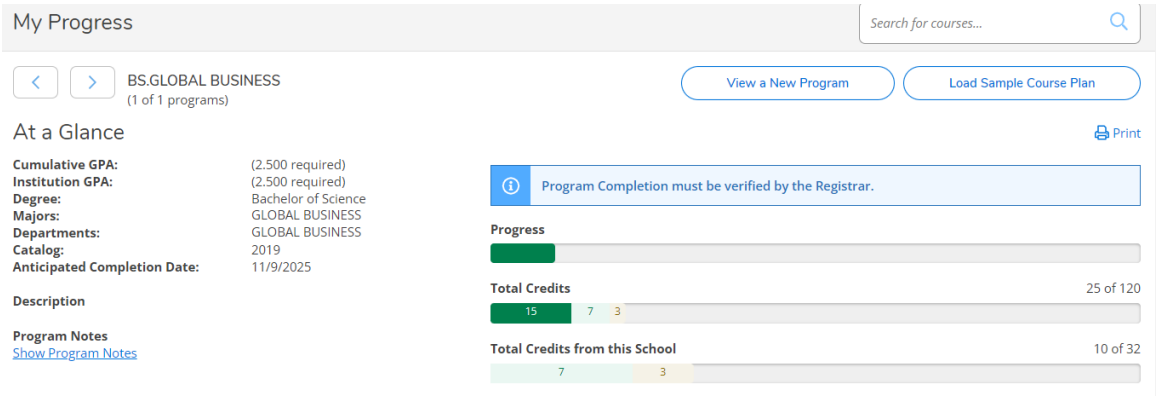
8. Option 1, Go to My Progress, this will take you to view your degree audit. Option 2, Go to Plan & Schedule gives you the option to plan and register for courses.



9. Restrictions will appear in the upper right hand corner of the screen of the screen when you select the "Plan and Schedule" Option.



10. Selecting "Go to My Progress" will give you a view of your program requirements and the status of each. The top section will provide you with information regarding your program. The bars represent the progress that you have made towards completing your selected major.



11. Below that you will see broken down by categories all required courses to complete your major requirements. Completed sections will be marked shown the screenshot below. To view the information in a completed section, click on "Show Details"

A. GE*1000/3000

GE*1000 or GE*3000 is a University graduation requirement for undergraduate students that must be satisfied in one of the two ways: GE*1000 (all freshmen and transfer students entering with 0-29 credits) or GE*3000 (transfer students entering with 30 credits or more)

Complete all of the following items. ✓ **1 of 1 Completed.** Show Details

B. Composition

Successfully complete ENG*1030 with the required grade of "C" or higher.

Complete all of the following items. ✓ **1 of 1 Completed.** Show Details

C. Mathematics

See the catalog for information regarding pre-requisites and equivalencies for General Education coursework. A grade of "C" or higher is required.

Complete all of the following items. ⚠ **0 of 1 Completed.** Hide Details

⚠ **0 of 1 Courses Completed.** Hide Details

Status	Course	Search	Grade	Term	Credits
Not Started	MATH-1044	PRE CALC FOR BUSINESS			

12. Carefully read and follow the instructions provided for each requirement. The statuses next to the courses are identified by different colors. Completed or In Progress courses will display in green, Planned courses in tan and courses not started in red.

A. Major Required 31 SH

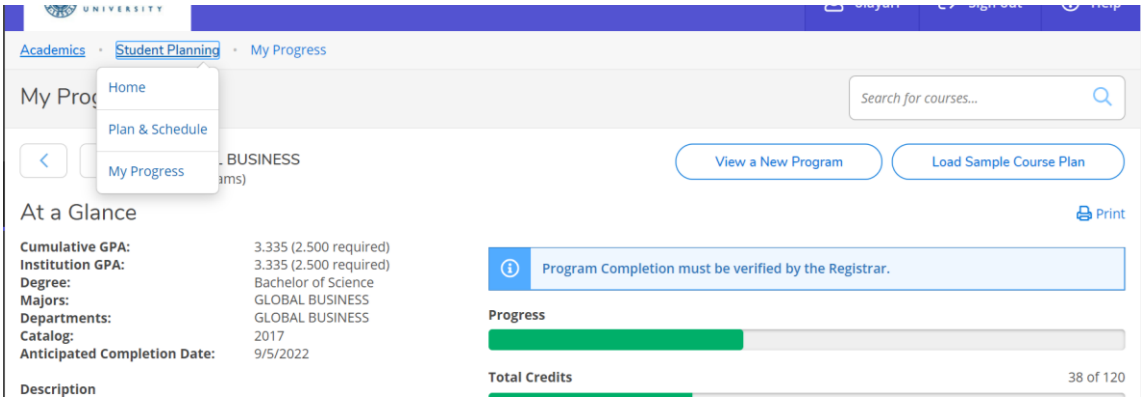
Successfully complete all major courses with a grade of "C" or higher.

Complete all of the following items. ⚠ **0 of 1 Completed.** Hide Details

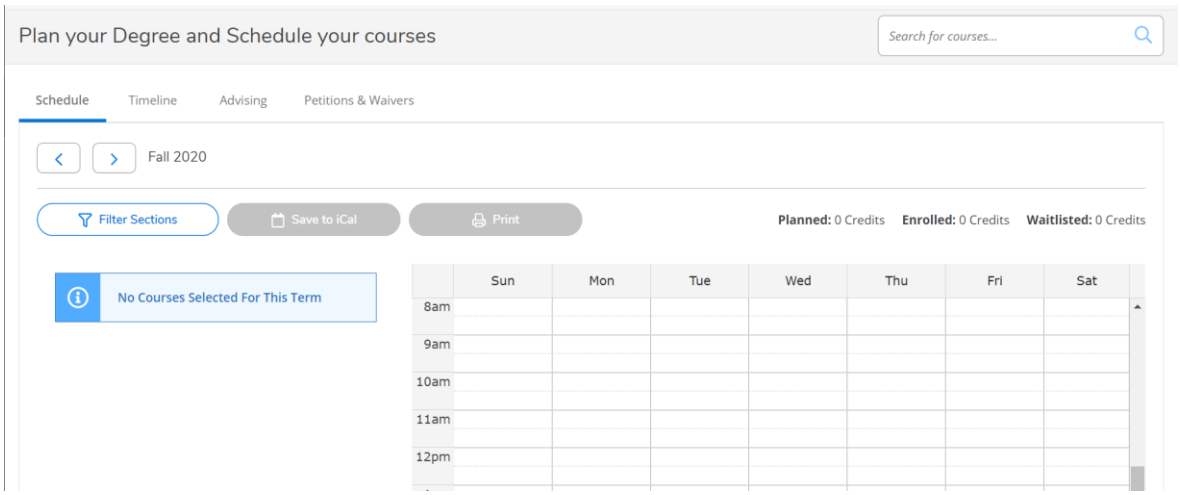
⚠ **4 of 10 Courses Completed.** Hide Details

Status	Course	Search	Grade	Term	Credits
✓ Completed	ACCT*2210	PRINCIPLES OF ACCOUNTING II	B	18/SP	3
✓ Completed	BLAW*2051	BUSINESS LAW I	C+	18/SP	3
✓ Completed	MKT*2500	PRINCIPLES OF MARKETING	B-	18/SP	3
In-Progress	MGS*2150	BUSINESS STATISTICS & APPLIC.		18/FA	4
In-Progress	FIN*3310	MGT OF CORPORATE FINANCE I		18/FA	3
In-Progress	MGS*2030	PRINCIPLES OF MANAGEMENT		19/SP	3
✓ Completed	ACCT*2200	PRINCIPLES OF ACCOUNTING I	A-	17/FA	3
Planned	MGS-3040	MANAGEMENT INFORMATION SYSTEMS		19/SP	3
Not Started	MGS-3520	BUS ETHICS AND SOC RES			
Not Started	MGS-4010	OPERATIONS MANAGEMENT			

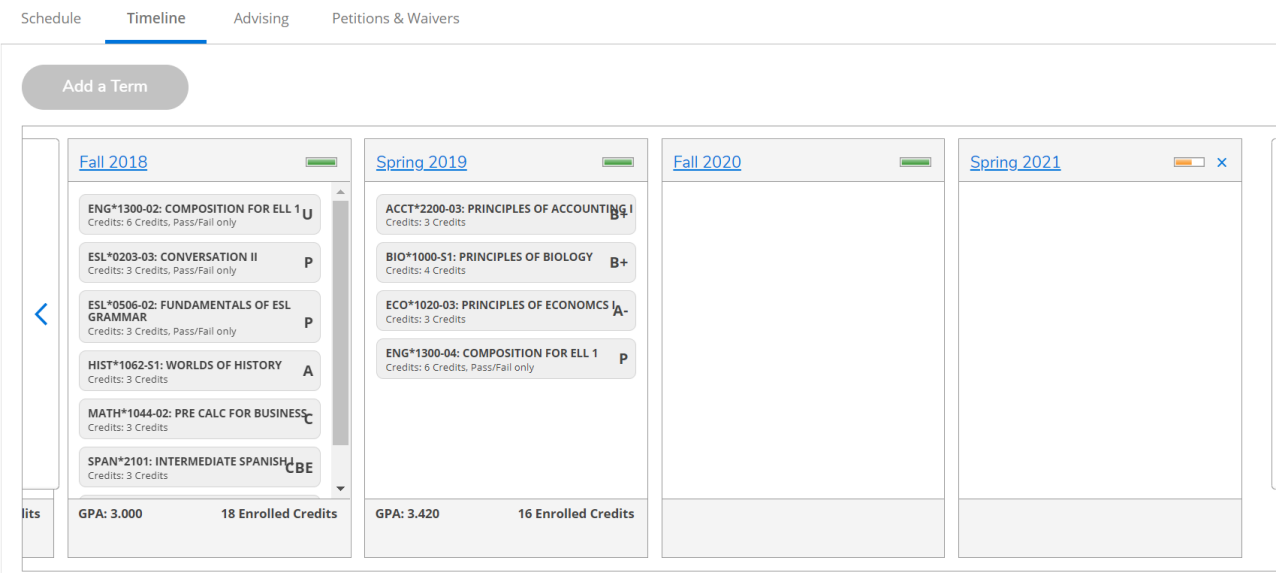
13. Use the Student Planning drop down menu and Select Plan and Schedule



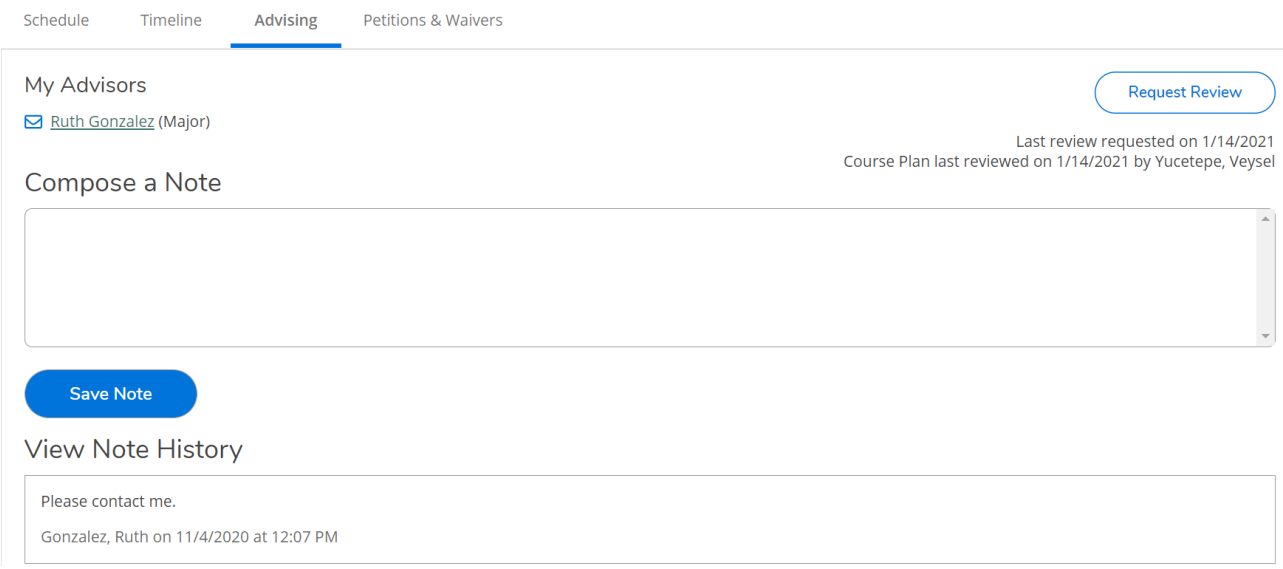
14. The Schedule tab is a calendar view. It displays specific term course schedules. The arrows can be used to move from semester to another. This view will be used for course selection and registration.



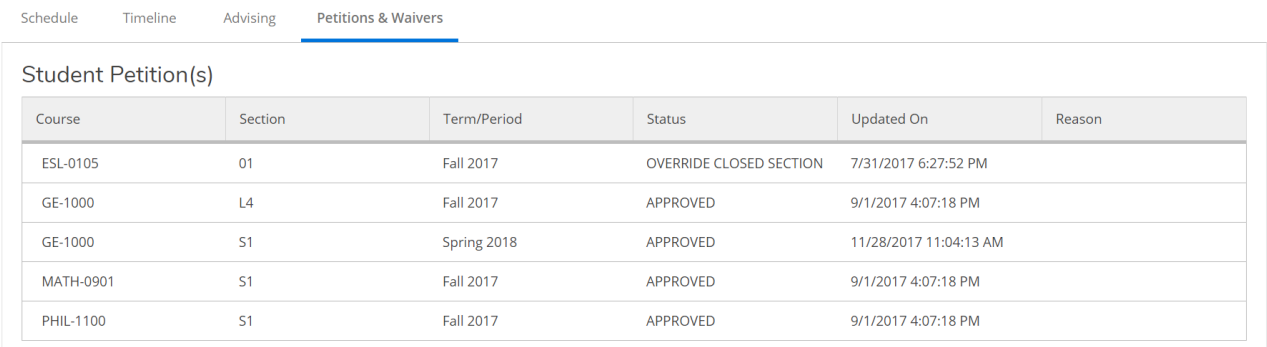
15. The Timeline allows to view the following:
    - Planned, In Progress and competed courses by semester.
    - Completed semesters will display final grades and semester GPA

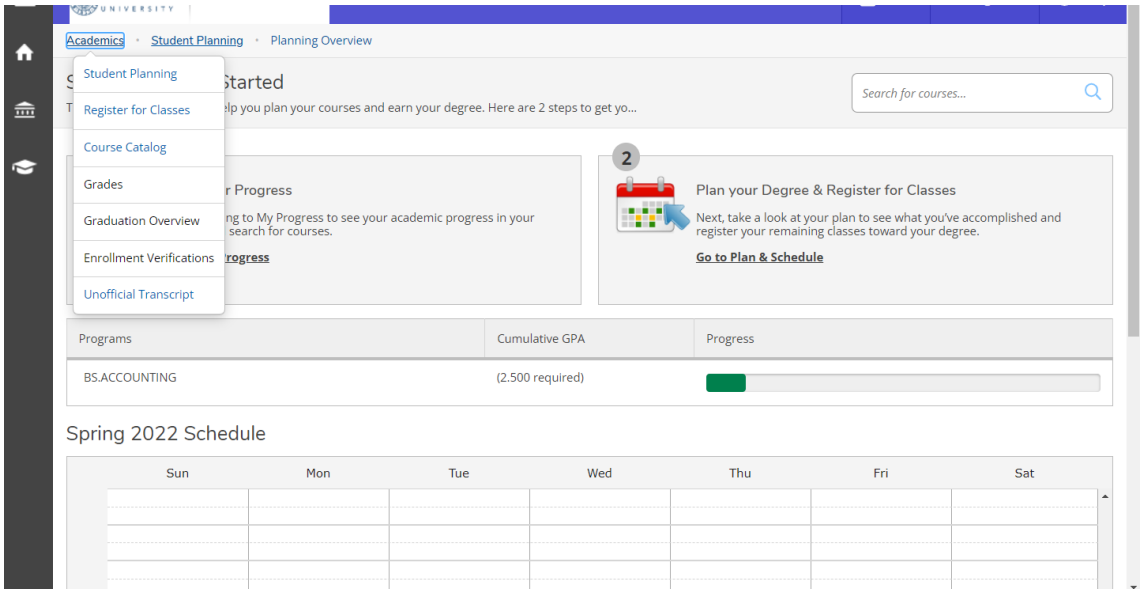


16. The Advising tab, students can:
    - Request Review: a notification is sent to the advisor requesting a review of their course plan
    - View their advisor's name and email them.
    - Compose a note, notes are used to send a message to their advisor
    - View any notes sent by their advisor



17. The Petitions & Waivers tab, displays any approved course petitions or overrides.



Course	Section	Term/Period	Status	Updated On	Reason
ESL-0105	01	Fall 2017	OVERRIDE CLOSED SECTION	7/31/2017 6:27:52 PM	
GE-1000	L4	Fall 2017	APPROVED	9/1/2017 4:07:18 PM	
GE-1000	S1	Spring 2018	APPROVED	11/28/2017 11:04:13 AM	
MATH-0901	S1	Fall 2017	APPROVED	9/1/2017 4:07:18 PM	
PHIL-1100	S1	Fall 2017	APPROVED	9/1/2017 4:07:18 PM	

18. Selecting Academics, will display a dropdown menu with additional options such as course catalog, grades etc.