To begin using your planner, select the **Browse Course Catalog** button.

Use the Alpha link to search for a course by the first letter of the subject. Use the **Collapse All** button to quickly view all of the subjects that begin with the same letter. To view all of the courses that begin with the same letter, use the **Expand all** button.
To add a course to your planner, select the checkbox to the left of the desired course.

Please note that you can only add courses to your planner which match your level.

Undergraduate students can add 000 to 499; graduate students can add 500 to 999.

This restriction is for My Planner only. Students are not restricted in the class sections which may be added to the Shopping Cart or during enrolling for a class.

After you have selected a course, scroll to the top of the page, and click the **Add to Planner** button.
A confirmation is displayed to confirm your selection.

After you have made all of your selections, select the **Shopping Cart** tab at the top of the page.
Select a term from the shopping cart page. Click the radio button to the left of the desired term. Then click the **Continue** button to proceed.

The **Add Classes to Shopping Cart** page is displayed.
To search for a course within your planner, in the **ADD TO CART** section, click the radio button left of **My Planner**.

The **Search from My Planner** page is displayed. To add the course to the shopping cart, click the **Select** button to the right of the desired course.
To choose a class, click the **select** button to the right of the desired class.
The Enrollment Options page is displayed. If you need to enter a permission number for the class or if you want to add your name to a waitlist for the class select those options here.

If you do not need either option, click the Next button at the bottom of the page to continue.

A confirmation message that the class has been added to the Shopping Cart is displayed.

The Enroll button may be used to submit your Shopping Cart for registration during your enrollment dates. To view your enrollment dates, select the My Enrollment Dates link from the Student Services section in MySlice.