## Schedule Builder

**Schedule Builder** is an optional tool that helps students explore multiple possible class schedules at once. First, log into your **Student Dashboard**. The **Schedule Builder** is available under **Enrollment**. Click on the link shown below.

۲	Enrollment ^	
	Planner	
	Shopping Cart	
	Edit Enrollment	
	Drop Classes	
	View Wait List	
	Enrollment Dates	
	Purchase Course Materials	
	Swap Classes	
	Schedule Builder	
	Enrollment Verification	
		1

This will take you to the **Schedule Builder** front page. Make sure the correct term is selected. From here, you can use the filters shown to narrow your selections. Note that the only required fields are **Term** and **Course Selection**.

Term:* Fall 2024			~				
Unavailable Time		~					
GLOBAL FILTERS							
Session	В	~	Class Status	~	Career		,
SECTION FILTERS							
Course Attribute	<u>ل</u>	~	Course Attribute Value				
COURSE SELECTION							
Subject *		~	Catalog Number *		Add Course	Reset Filters	

- A. If you have any restrictions to your schedule use the Availability filter.
- B. Session allows you to choose between regular semester long, 7-week classes or different Summer sessions
- C. Class Status allows you to search for closed, open, and/or wait listed classes.
- D. Career allows you to differentiate undergraduate and graduate classes.
- E. Instruction Mode allows you to select from in-person, online, and hybrid classes.
- F. Section Filters allows you to select between University Core Requirements, Honors Classes and other TU specific classes.
- G. Course Selection allows you to add classes based on Subject and Catalog Number.

## As you continue to add classes, they will appear below the schedule builder filters.

COURS Skills o other 3	COURSE DESCRIPTION Skills of textual analysis, writing, argument, and research necessary for the English major. Writing the research paper. Topic varies. Should be taken prior to other 300-400 level literature courses. Prerequisites: English major status, and ENGL 102 or ENGL 190.								
Sele	ct up to 10 courses to build yo	pur schedule							
$\checkmark$	COURSE	COURSE TITLE	UNITS	STATUS					
	ENGL 300	METHODS AND RESEARCH	3	-	Select Sections				

Once you're satisfied with the number of classes you've selected you will click the **Build Schedule** button at the bottom right corner. Here you can also delete selected classes or save your search to review later.



Once you click **Build Schedule**, the various options listed are based off your availability and course criteria. Users can navigate between various options using PREV and NEXT.

Select a class to view additional details Show Unavailable C Sort Type								
Enro	u 🗸 🖾		< prev 1	2 3 4 5 70	NEXT >		:=	
	SUN	MON	TUE	WED	тни	FRI	SAT	1
7 AM								
			8:00 - 9:15 am WOMEN IN PERSPECTIVE		8:00 - 9:15 am WOMEN IN PERSPECTIVE			
8 AM			WHS1 231 (001)	-	WH51 231 (001)			
		9:00 - 9:50 am INFORMATION &TECH FOR BUSINESS		9:00 - 9:50 am INFORMATION &TECH FOR BUSINESS		9:00 - 9:50 am INFORMATION &TECH FOR BUSINESS COSC 141 (002)		
9 AM		CUSC 111 (002)	9:30 - 10:45 am GEN COMPUTER SCI COSC 475 (004)	CUSC 111 (002)	9:30 - 10:45 am GEN COMPUTER SCI COSC 475 (001)	CUSC 111 (002)		
				10:00 - 10:50 am GEN COMPUTER SCI COSC 175 (001)	0000170(001)			
10 AM								
11 AM								
12 PM		12:30 - 1:45 pm BRITISH LITERATURE SINCE 1798 ENGL 222 (001)		12:30 - 1:45 pm BRITISH LITERATURE SINCE 1798 ENGL 222 (001)				
1 PM								
2 PM								
3 PM		3:30 - 4:45 pm METHODS AND RESEARCH ENGL 300 (001)		3:30 - 4:45 pm METHODS AND RESEARCH ENGL 300 (001)				
4 PM								

You can save favorite schedules by clicking the heart button at the top left corner. Favorites will be saved under the Favorite tab in the upper right corner.



## Name this schedule and it will be added to your list of Favorites



You can also compare different schedules. Click on the bookmark button on 2 or more schedules. Once you have selected some schedules, click on the Compare button that will appear in the upper right corner.

Schedule Builder > Schedules	$\rightarrow$	Compare 2 Favorites Tips Schedule	Builder
Select a class to view additional details		Show Unavailable C Sort Type	~
	<prev 1="" 2="" 3="" 4="" 5="" 70="" next=""></prev>	:=	=

From there you will be able to see the differences between schedules. To go back to all your schedule options, click on Schedule Builder in the upper right corner.

Scheo	Favorites Schedule Builder									
Sc	Schedule 1 ···· Schedule 2 ····									
	SUN	MON	TUE	WED	тни	FRI	SAT			
7 AM										
			8:00 - 9:15 am 1 2 WOMEN IN PERSPECTIVE WMST 231 (001)		8:00 - 9:15 am WOMEN IN PERSPECTIVE WMST 231 (001)					
8 AM		9.00 - 9.50 am		9.00 - 9.50		9.00 - 9.50				
9 AM		INFORMATION ATECH FOR BUSINESS COSC 111 (002)	9:30 - 10:45 am 9:30 - 10:45 am	INFORMATION ATECH FOR BUSINESS COSC 111 (D02)	9:30 - 10:45 am 9:30 - 10:45 am	INFORMATION ATECH FOR BUSINESS COSC 111 (D02)				
7 80			GEN COMPUTER SCI INFORMATION COSC 175 (001) ATECH FOR BUSINESS	10:00 - 10:50 am	GEN COMPUTER SCI INFORMATION COSC 175 (001) ATECH FOR BUSINESS					
10 AM			COSC 111 (003)	COSC 175 (DO1)	COSC 111 (003)					
11 AM										
12 PM		12:30 - 1:45 pm BRITISH LITERATURE SINCE 1798 ENGL 222 (001)		12:30 - 1:45 pm BRITISH LITERATURE SINCE 1798 ENGL 222 (001)						
		<b>12</b>		1 2						
1 PM		2:00 - 3:15 pm 0 🖸		2:00 - 3:15 pm 0 2						
2 PM		GEN COMPUTER SCI COSC 175 (004)		GEN COMPUTER SCI COSC 175 (004)						
			3:00 - 3:50 pm 0 2							
3 PM		3:30 - 4:45 pm METHODS AND RESEARCH	COSC 175 (D04)	3:30 - 4:45 pm METHODS AND RESEARCH						
		ENGL 300 (001)		ENGL 300 (001)						
4 PM										

On the Compare page, you can click on either schedule and either Add to Cart, Add to Favorites, View Schedule, or Remove.

Schedule 1 •••	Schedule 2 •••
Add to Cart	IN
Add to Favorites	
View Schedule	
Remove	

1. Add to Cart will take you to the list of that schedule's classes. Check all the ones you would like to enroll in and click Add to Cart or Enroll. Be mindful of your registration appointment and the Change of Schedule period.

Select Classes					×
SECTION	DAYS	START	END	ROOM	WAIT LIST OPEN
COSC 111 - INFORMATION & TECH FOR BUSINESS					
✓ 003-LEC (4374)	TuTh	9:30 am	10:45 am	YR0402 COSC	6/6
COSC 175 - GEN COMPUTER SCI					
005-LEC (4393)	We	11:00 am	11:50 am	YR0223 COSC	6/6
	TuTh	11:00 am	12:15 pm	YR0223 COSC	575
ENGL 222 - BRITISH LITERATURE SINCE 1798					
✓ 001-LEC (2573)	MoWe	12:30 pm	1:45 pm	LA5315 CLA Ex	4/4
ENGL 300 - METHODS AND RESEARCH					
✓ 001-SEM (2647)	MoWe	3:30 pm	4:45 pm	LA5316 CLA Pri	4/4
WMST 231 - WOMEN IN PERSPECTIVE					
✓ 001-LEC (3834)	TuTh	8:00 am	9:15 am	LA3204 CLA Pri	5/5
Add To Cart				Enroll	

- 2. Add to Favorites will add this schedule to your list of favorites.
- 3. View Schedule will take you back to all the possible schedules.

If you need to add more classes, click on **Schedule Builder** in the top right corner.



Once you've found a schedule you like, click the **Enroll** button at the top left of the screen. Be mindful of your registration appointment and the Change of Schedule period.

