

# Using My Planner and the Shopping Cart

The screenshot displays the OxeStart website interface for Indiana University. The top navigation bar includes the university logo and name, the OxeStart logo, and tabs for Campus, Services, Notifications (0), and My. The main content area is titled 'Services > Student Self-Service'. A left-hand navigation menu lists various services, with 'Student Self-Service' highlighted. The main content area features a 'Student Center' section with an 'options' dropdown menu and a red arrow pointing to the 'Go to Student Center' link. Below this, there are sections for 'Need Assistance?' with links to guides, 'Unavailable Hours' for the Student Center, and 'MORE INFO: UITS Support Center'. A 'Services & Information' section is also visible at the bottom, with an 'options' dropdown menu and a link to 'Apply for Admission'.

**INDIANA UNIVERSITY**

**OxeStart**

Campus Services Notifications (0) My

Services > Student Self-Service

Student Center options

**SIS**

Go to Student Center

- Register, drop/add classes
- View unofficial transcript, grades, advising reports
- View bursar account & financial aid
- View status of admission application
- Change my name/address; find ID number

\*\* For eDrop/eAdd see link below

**Need Assistance ?**

Student Center Guide

Registration Guide

Condensed Registration Guide

**Unavailable Hours**

Monday - Saturday, 5 to 6 am ET

Sunday, midnight to 8 am ET

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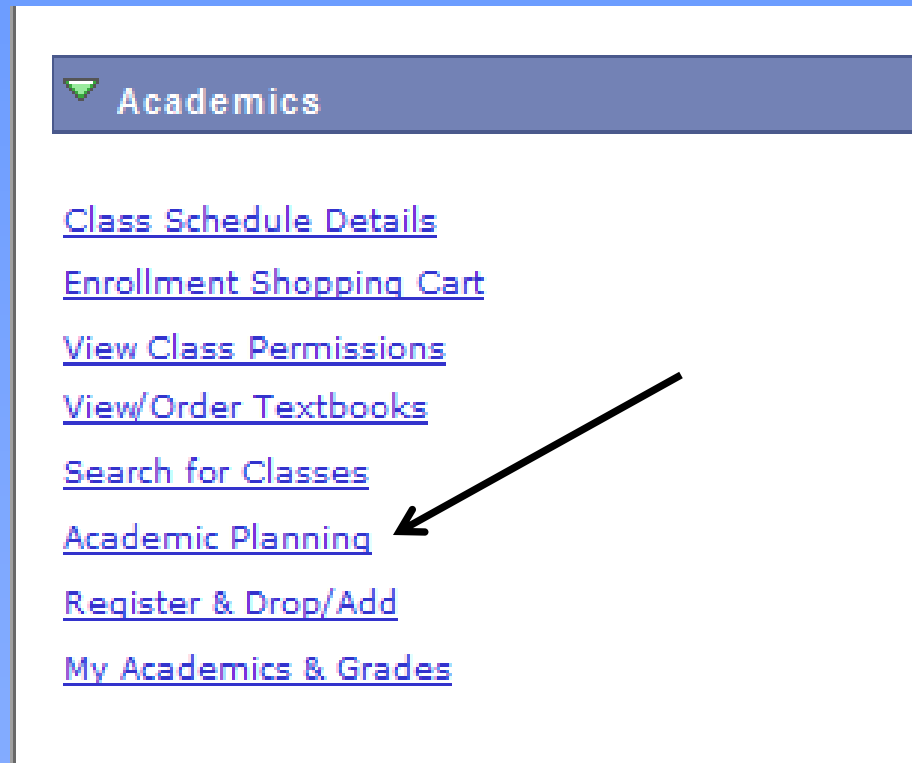
**MORE INFO:** UITS Support Center

Services & Information options

**Academics**

- Apply for Admission

# Click on Academic Planning



A screenshot of a web application's Academics menu. The menu is displayed in a white box with a dark grey header bar containing a green downward-pointing triangle and the text 'Academics'. Below the header, a list of menu items is shown, each as a blue underlined text link. A black arrow points from the right side of the menu to the 'Academic Planning' link.

- [Class Schedule Details](#)
- [Enrollment Shopping Cart](#)
- [View Class Permissions](#)
- [View/Order Textbooks](#)
- [Search for Classes](#)
- [Academic Planning](#)
- [Register & Drop/Add](#)
- [My Academics & Grades](#)

# Click on Academic Planner – then Browse Course Catalog

The screenshot displays a web interface for an Academic Planner. At the top, there are two main navigation tabs: "Academic Planning" and "My Academics & Grades". Under "Academic Planning", there is a link for "academic planner". Under "My Academics & Grades", there are links for "shopping cart" and "course history".

The main heading is "Academic Planner". Below it, a section titled "My Program:" lists the following details:

- Kokomo
- Career - Undergraduate
- Program - Business Undergraduate
- Preparation - Pre-Business BSB

Below the program details, there is a "Select Career" dropdown menu currently set to "Undergraduate", with a "change" button next to it. Below that, there is a section "Add courses to Planner using:" with a prominent green button labeled "BROWSE COURSE CATALOG".

A message box with an information icon (i) states: "Your planner is empty. Use Browse Course Catalog or Plan by My Requirements to add courses to your planner."

At the bottom, there are navigation links: "Academic Planning" and "My Academics & Grades". Below these are links for "Academic Planner", "Shopping Cart", and "Course History". At the very bottom, there is a "Student Center" dropdown menu with a right-pointing arrow icon, and a "Go to Top" link.

Select Kokomo as Institution, select course subject: (ex: SPCH-S, ENG-W or use the search feature), select catalog # (ex: 121, 131), click search

The screenshot shows a web interface for an Academic Planner. At the top, there are two tabs: "Academic Planning" and "My Academics & Grades". Under "Academic Planning", there are three sub-tabs: "academic planner", "shopping cart", and "course history". The "Academic Planner" sub-tab is active. Below the tabs, the page title is "Academic Planner". The main heading is "Browse Course Catalog". The search form includes the following fields and options:

- \*Institution:** A dropdown menu with "Kokomo" selected.
- Subject:** A text input field containing "SPCH-S" and a green "search for a subject" button.
- Catalog Nbr:** A text input field containing "121" and a dropdown menu with "Exact Match" selected.

Below the "Subject" field, there is a note: "e.g. ENG (for more results) or ENG-W (for fewer results)". Below the "Catalog Nbr" field, there is a note: "e.g. 131". A green "search" button is located below the "Catalog Nbr" field.

At the bottom of the page, there are navigation links: "Academic Planning", "My Academics & Grades", "Academic Planner", "Shopping Cart", and "Course History". There is also a "Student Center" dropdown menu with a right arrow icon and a "Go to Top" link.

When the class selections come up click on the box to the right of the class you want to add to your planner, then click on the **ADD TO PLANNER** button

[Return to Planner](#)

**ADD TO PLANNER**


▼ SPCH-S - Speech					
Course ID	Subject	Course Nbr	Course Title	Typically Offered	Select
043138	SPCH-S	<a href="#">121</a>	<a href="#">PUBLIC SPEAKING</a>	Fall, Spring and Summer Terms	<input type="checkbox"/>

**ADD TO PLANNER**

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[Academic Planning](#) [My Academics & Grades](#)

[Academic Planner](#) [Shopping Cart](#) [Course History](#)

Student Center ▼  [Go to Top](#)

You will now see a message that that says it has been added to your planner. **YOU ARE NOT REGISTERED FOR THE CLASS – IT IS ONLY IN YOUR PLANNER.**

search

✓ SPCH-S 121 has been added to your Planner.

[Return to Planner](#)

ADD TO PLANNER

▼ SPCH-S - Speech					
Course ID	Subject	Course Nbr	Course Title	Typically Offered	Select
043138	SPCH-S	<a href="#">121</a>	<a href="#">PUBLIC SPEAKING</a>	Fall, Spring and Summer Terms	<input type="checkbox"/>

ADD TO PLANNER

Now click on the Return to Planner link

# You will now see the course listed under the Unassigned Courses


**- Kokomo**  
Career - Undergraduate  
Program - Business Undergraduate  
Preparation - Pre-Business BSB




Select Career: Undergraduate [change](#)

Add courses to Planner using: [BROWSE COURSE CATALOG](#)

Delete all courses in Planner: [DELETE ALL](#)

**Unassigned Courses**

Course Info **Notes** 

Course	Description	Units	Institution	Typically Offered	Delete	Add Course Note	Select
SPCH-S 121	<a href="#">PUBLIC SPEAKING</a>	3.00	Kokomo	Fall, Spring and Summer Terms			

Move selected courses to Term:  [move](#)

Click on “Move selected courses to Term” and select the semester you want to take the course.

- Kokomo  
Career - Undergraduate  
Program - Business Undergraduate  
Preparation - Pre-Business BSB

Select Career: Undergraduate change

Add courses to Planner using: BROWSE COURSE CATALOG

Delete all courses in Planner: DELETE ALL

✓ SPCH-S 121 has been moved to Fall 2008.

▼ Fall 2008

Course Info Notes PDF

Course	Description	Units	Institution	Course	Select
SPCH-S 121	<a href="#">PUBLIC SPEAKING</a>	3.00	Kokomo		<input checked="" type="checkbox"/>

add term note Move selected courses to Term move

- Fall 2009
- Fall 2010
- Fall 2011
- Fall 2012
- Fall 2013
- Spring 2008
- Spring 2009
- Spring 2010
- Spring 2011
- Spring 2012
- Spring 2013
- Spring 2014
- Summer 2008
- Summer 2009
- Summer 2010
- Summer 2011
- Summer 2012
- Summer 2013
- Unassigned

Now the course is listed for Fall 2010

- Kokomo  
Career - Undergraduate  
Program - Business Undergraduate  
Preparation - Pre-Business BSB

Select Career: Undergraduate change

Add courses to Planner using: BROWSE COURSE CATALOG

Delete all courses in Planner: DELETE ALL

✓ SPCH-S 121 has been moved to Fall 2010.

▼ Fall 2010

Course Info Notes PDF

Course	Description	Units	Institution	Typically Offered	Delete	Add Course Note	Select
SPCH-S 121	<a href="#">PUBLIC SPEAKING</a>	3.00	Kokomo	Fall, Spring and Summer Terms			<input type="checkbox"/>

add term note Move selected courses to Term move

You can add classes to your shopping cart and register for them at a later date. Start by clicking on Shopping Cart under the Academic Planning link in the Student Center

<a href="#">Search for Classes</a>	<a href="#">Academic Planning</a>	<a href="#">My Academics &amp; Grades</a>
<a href="#">academic planner</a>	<a href="#">shopping cart</a>	<a href="#">course history</a>

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### Shopping Cart

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#### Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Click Validate to have the system check for possible conflicts prior to enrolling.

When you are satisfied with class selections in your shopping cart, click the enroll button

**Fall 2009 | Undergraduate |**

**Add to Cart:**

Enter Class Number

**Find Classes**

Class Search

My Planner

**Fall 2009 Shopping Cart**

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Your enrollment shopping cart is empty.

Select a term (semester) to add courses to your Shopping Cart

## Shopping Cart

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### Select Term

Select a term then click Continue.

	Term	Career	Institution
<input type="radio"/>	Spring 2009	Undergraduate	Kokomo
<input type="radio"/>	Summer 2009	Undergraduate	Kokomo
<input type="radio"/>	Fall 2009	Undergraduate	Kokomo

CONTINUE

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Student Center



[Go to Top](#)

You can enter courses into your Shopping Cart three different ways: by the specific class number, search the class schedule, or from My Planner (available this summer).

The screenshot shows a web application interface with a navigation bar at the top. The navigation bar has three main sections: 'Search for Classes' with a sub-link 'academic planner', 'Academic Planning' with a sub-link 'shopping cart', and 'My Academics & Grade' with a sub-link 'course history'. Below the navigation bar is a section titled 'Shopping Cart'. Underneath, there is a heading 'Add Classes to Shopping Cart' followed by two paragraphs of text. The first paragraph explains that the Shopping Cart is used to temporarily save classes and that a 'Validate' button checks for conflicts. The second paragraph instructs users to click the 'enroll' button when satisfied. Below the text is a breadcrumb trail: 'Fall 2009 | Undergraduate | Kokomo'. At the bottom left, there is a grey box titled 'Add to Cart:' containing an input field for 'Enter Class Number' with an 'enter' button, and a 'Find Classes' section with radio buttons for 'Class Search' and 'My Planner'. A dark blue footer bar at the bottom reads 'Fall 2009 Shopping Cart'.

Search for Classes	Academic Planning	My Academics & Grade
academic planner	shopping cart	course history

### Shopping Cart

#### Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Click Validate to have the system check for possible conflicts prior to enrolling.

When you are satisfied with class selections in your shopping cart, click the enroll button

**Fall 2009 | Undergraduate | Kokomo**

**Add to Cart:**

Enter Class Number

**Find Classes**

Class Search

My Planner

Fall 2009 Shopping Cart