

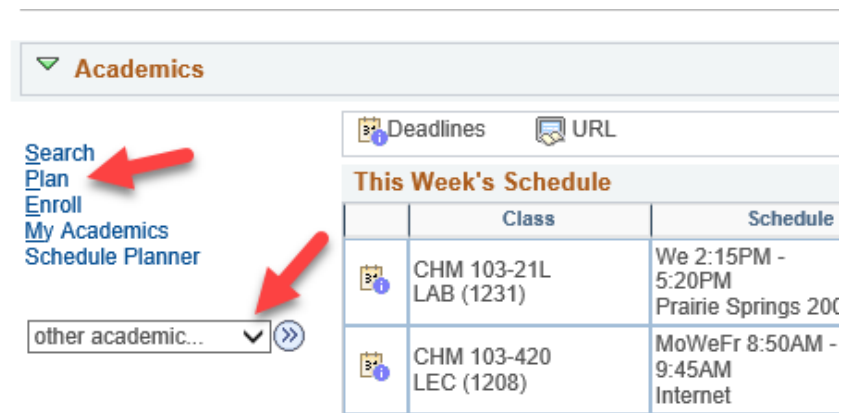
Using My Planner

My Planner allows students to map out what courses to take, term by term, using the requirements from the Advisement Report. It also connects to Schedule Planner so that students can add a planned course into their schedule during the appropriate term.

Important: the Advisement Report in My Planner closes requirement sections once a course has been added to your plan. However, the regular Advisement Report does not close that section until after you have actually registered into the course. It also shows the most up to date information about grades and credit totals. Thus, to avoid forgetting to register into the course and make sure you know what requirements are left, check your regular Advisement Report every semester as well. Directions on using the regular Advisement Report are separate.

Add Courses to My Planner

1. To get to the Planner, click the **Plan** link in their Student Center. Or select **Academic Planner** from the dropdown.



The screenshot shows the 'Academics' section of a student center. On the left, there is a vertical menu with links: 'Search', 'Plan', 'Enroll', 'My Academics', and 'Schedule Planner'. A red arrow points to the 'Plan' link. Below the menu is a dropdown menu with the text 'other academic...' and a search icon. Another red arrow points to this dropdown. To the right, there are tabs for 'Deadlines' and 'URL'. Below these is a section titled 'This Week's Schedule' which contains a table with two columns: 'Class' and 'Schedule'.

	Class	Schedule
	CHM 103-21L LAB (1231)	We 2:15PM - 5:20PM Prairie Springs 200
	CHM 103-420 LEC (1208)	MoWeFr 8:50AM - 9:45AM Internet


2. Click the **Plan By My Requirements**. This is the My Planner Advisement Report, a copy of your regular Advisement Report where you can select courses from what requirements still need to be met.

Tip: Remember to remove courses from My Planner after enrolling or completing the class to avoid the course showing in the report twice, which can throw off credit totals.

My Planner

[Add courses to Planner using](#) | [Browse Course Catalog](#) | [Plan by My Requirements](#)

Please remove courses from My Planner once enrolled/completed to prevent accidental duplication of these courses on the Plan by My Requirements report.

 Your planner is empty. Use Plan by My Requirements or Search Catalog to add courses to your planner.

3. Scroll through the Advisement Report to find the sections marked **Not Satisfied**. A list of courses will be displayed that will go toward that requirement. Click on the course that you want to use to complete the requirement.

GE03: MINORITY CULTURES OR MULTIRACIAL WOMEN'S STUDIES

Not Satisfied: MINORITY CULTURES OR MULTIRACIAL WOMEN'S STUDIES - 3 Units Required (RQ-20015)

Minority Cultures or Multiracial Womens Studies

Not Satisfied: Minority Cultures or Multiracial Womens Studies - 3 Units Required (LN-010)

- Units: 3.00 required, 0.00 taken, 3.00 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When Offered	Grade	Status
(***)	View Course Details				
ANT 362	Hmong Americans (ES)	3.00	Occasionally		
ANT 375	Language/Power/Inequality (ES)	3.00	Occasionally		
ECO 336	Women in the U.S. Economy (ES)	3.00	Fall, Spring		
EDS 206	Multicultural Education (ES)	3.00	Fall, Winter, Spring, Summer		
EFN 205	Understand Human Diff's (ES)	3.00	Occasionally		
ENG 207	Multicult U.S. Lit (ES)	3.00	Fall, Spring		
ENG 210	Lit of Black America (ES)	3.00	Fall, Spring		
ENG 215	African American Authors (ES)	3.00	Fall, Spring		
ERS 215	African American Authors (ES)	3.00	Fall, Spring		

[View All](#) | First | 1-10 of 23 | Last

4. Review the **Course Details**, including the **Enrollment Information** which will include prerequisites if any and the course description. Click on **View Class Sections** to find out if any sections are being offered in the upcoming term. A section will open up below. Be sure to look at the **Terms Offered** menu to see what terms are available. You can change terms by selecting another one and clicking **Show Sections**.

To estimate whether a class will be offered in a term that has not been scheduled yet, review the **Typically Offered** information. Please note that the terms listed are only an estimate, not a guarantee, from the department on the next time the course will be offered.

Course Detail

[Return to Plan by My Requirements](#)

ANT 362 - Hmong Americans

Course Detail

Career Undergraduate

Units 3.00

Grading Basis Graded

Course Components Lecture Required

Campus La Crosse

Academic Group College of Arts, Soc Sci & Hum

Academic Organization Archaeology/Anthro Department

View Class Sections

Add to Planner

Enrollment Information

Typically Offered Occasionally

Course Attribute Cross-listed Course
GE03: Minority Culture/Multiracial
Women's Studies

Description

This is an introductory course to Hmong American history, culture, and contemporary life. The course reviews Hmong history within the context of U.S. foreign policy in Southeast Asia from 1945 to 1975 and examines the sociocultural transformations that have been taking place in Hmong American communities across the U.S. since 1976. (Cross-listed with ANT/RGS; may only earn credit in one department.)

Course Schedule

Terms Offered Fall 2024

Show Sections

My Class Schedule Show All

CST 110	MoWe 3:55PM - 5:20PM Centennial 3313
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Shopping Cart

Your shopping cart is empty.

● Open
 ■ Closed
 ▲ Wait List

ANT 362 Sections for Fall 2024

1 of 1

Section						
Section	Personalize	Find	View All	First	1 of 1	Last
01-LEC (4763)	Combined			1	■	Select

Section Details					
Days	Start	End	Room	Instructor	Dates
MoWe	2:15PM	3:40PM	Wimberly 113	Vincent Her	09/03/2024 - 12/11/2024

5. Scroll back to top of page and click **Add to Planner** if you'd to add that course to your plan.

Course Detail

[Return to Plan by My Requirements](#)

ANT 362 - Hmong Americans

Course Detail		View Class Sections
Career	Undergraduate	Add to Planner
Units	3.00	
Grading Basis	Graded	
Course Components	Lecture	Required
Campus	La Crosse	
Academic Group	College of Arts, Soc Sci & Hum	
Academic Organization	Archaeology/Anthro Department	

6. A confirmation message will display at the top.

My Planner

Course Detail

✔ ANT 362 has been added to your Planner.

[Return to Plan by My Requirements](#)

7. To add additional courses, select **Return to Plan by My Requirements** and repeat the steps.
8. To move courses to specific term, return to the My Planner screen using the My Planner tab at the top.

Search	Plan	Enroll	My Academics
My Planner	Shopping Cart	Course History	

My Planner

9. After being added to the planner, courses are listed as **Unassigned**. Select the course using the checkbox, and then select the appropriate term from the "move selected courses to term" dropdown menu. Click **Move**.

My Planner

Add courses to Planner using [Browse Course Catalog](#) [Plan by My Requirements](#)

[Delete all courses in Planner](#) [Delete All](#)

Please remove courses from My Planner once enrolled/completed to prevent accidental duplication of these courses on the Plan by My Requirements report.

▼ Unassigned Courses

Select	Course	Description	Units	Typically Offered	Req	Delete
<input checked="" type="checkbox"/>	ANT 362	Hmong Americans (ES)	3.00	Occasionally	i	🗑

Move selected courses to Term [Move](#)

- Fall 2024
- Fall 2025
- Fall 2026
- Fall 2027
- Fall 2028
- Fall 2029
- Fall 2030
- Spring 2025
- Spring 2026
- Spring 2027

[Go to top](#)

10. You'll see a confirmation message that your move was successful and the course listed underneath the term.

[✔](#) ANT 362 has been moved to Fall 2024.

▼ Fall 2024

Select	Course	Description	Units	Typically Offered	Req	Delete
<input type="checkbox"/>	ANT 362	Hmong Americans (ES)	3.00	Occasionally	i	🗑

11. After adding all the courses to your Planner, click the **Plan By My Requirements** to see the My Planner Advisement Report with these courses added. If the course satisfies the requirement, that section will now be closed. Click on the arrow to expand the section and review. The course will display with a star in the **Status** and act as a marker to satisfy a requirement even though the course has not been taken yet. If the course has been assigned to a term, the planned term will display in the **When** column.

Important: Your regular Advisement Report does NOT show your planned courses (courses with a ★). Only the Plan By My Requirements/My Planner Advisement Report will include them.

GE03: MINORITY CULTURES OR MULTIRACIAL WOMEN'S STUDIES					
Satisfied: MINORITY CULTURES OR MULTIRACIAL WOMEN'S STUDIES - 3 Units Required (RQ-20015)					
▼ Minority Cultures or Multiracial Womens Studies					
Satisfied: Minority Cultures or Multiracial Womens Studies - 3 Units Required (LN-010)					
The following courses were used to satisfy this requirement:					
Course	Description	Units	When	Grade	Status
ANT 362	Hmong Americans (ES)	3.00	Fall 2024		★
(***)	View Course Details				
ANT 375	Language/Power/Inequality (ES)	3.00	Occasionally		
ECO 336	Women in the U.S. Economy (ES)	3.00	Fall, Spring		
EDS 206	Multicultural Education (ES)	3.00	Fall, Winter, Spring, Summer		
EFN 205	Understand Human Diff's (ES)	3.00	Occasionally		
ENG 207	Multicult U.S. Lit (ES)	3.00	Fall, Spring		

Registering in Planned Courses

SCHEDULE PLANNER

Only planned courses assigned a term in WINGS are available in Schedule Planner. Unassigned courses are not available.

1. Click on the link to Schedule Planner in WINGS and select the correct term.
2. Click **+Add Course** to add courses from My Planner to your schedule.
3. Select the My Planner tab and review the courses listed. Only courses that you have assigned to that term in WINGS will appear as an option. Select the course and click **+Add**.

Add Courses for Fall 2024

By Subject
Search by Gen Ed
Search by Other Attribute
My Planner
Search By Instructor

By Class #

Plan Term Fall 2024

Select All

i Anthropology 362 - Hmong Americans (ES)

← Go Back to Generate Schedules

+ Add

4. Click **Go Back to Generate Schedules**.

Add Course

By Subject Search by Course Attribute **My Planner** Search By Instructor

Plan Term Spring 2021

Select All

i Ethnic and Racial Studies 100 - Int Ethnic/Racial Studies (ES)

< Done **+ Add**

Courses

i ERS 100
Int Ethnic/Racial Studies (ES) **x**

5. Add more courses to use in the schedule or click Generate Schedules if ready to move to shopping cart.

Courses

+ Add Course

Select All **x**

ANT 362
Hmong Americans (ES) **⚙** Sections **i** **🔒** **x**

Schedules

🔄 Generate Schedules

6. From the generated schedules, click **View** to see a schedule in the weekly calendar grid and to move to the next step.

🔄 Generate Schedules

Generated 132

View 1 **🔍**

View 2 **🔍**

View 3 **🔍**

View 4 **🔍**

View 5 **🔍**

	M	T	W	Th	F
7am					
8am					
9am					
10am					
11am					
12pm					
1pm					
2pm					
3pm					
4pm					
5pm					
6pm					
7pm					
8pm					

M-13D, 103-C
M-62D, 103-C
M-61D, 103-C
M-53D, 103-C
M-52D, 103-C

7. If you are ready to add to shopping cart, the option will be at the top of the viewed schedule. Click Send to Shopping Cart. Once it is in the shopping cart, you can register as soon as your appointment starts. More directions on how to generate schedules and register can be found on the WINGS help page. <https://www.uwlax.edu/wings/#registration>

WINGS

In WINGS, courses both assigned to that specific term and unassigned can be added to the shopping cart.

1. Log into WINGS and select Academic Planner from the drop down menu in the Academics section. Or select the My Academics link above and find the Plan tab.

2. Navigate to the shopping cart using the tab at the top.

3. Select the correct term and then select **My Planner** in the left options and click Search.

Add Classes to Shopping Cart

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

Fall 2024 | Undergraduate | UW-La Crosse

● Open■ Closed▲ Wait List

Add to Cart

Enter Class Nbr

Find Classes

Class Search

My Requirements

My Planner

Fall 2024 Shopping Cart

Your enrollment shopping cart is empty.

4. Courses that are available for that term will display and can be added by clicking **Select** at the right.

Shopping Cart



Search from My Planner

Fall 2024 | Undergraduate | UW-La Crosse

[Return to Add Classes to Shopping Cart](#)

Fall 2024		Personalize [?] First		1 of 1	Last
Course	Description	Units	Term Status	Select	Select
ANT 362	Hmong Americans (ES)	3.00	Classes available this term.	Select	Select

Unassigned Courses		Personalize [?] First		1 of 1	Last
Course	Description	Units	Term Status	Select	Select
ESS 104	Dance Appreciation	2.00	Classes available this term.	Select	Select

[Return to Add Classes to Shopping Cart](#)

Tip: If an error message comes up saying "You are unable to enroll at this time, the time period for enrolling in that term has passed," recheck what term you are in and click on Shopping Cart at the top to select a different term.

Shopping Cart

Course Detail



You are unable to enroll in this class at this time. The last day to enroll has passed.

- Review the Course Details for the selected class. Scroll down to view the sections that are available and look at the **Status** to see if they are open, closed, or wait listed. Click the **Select** button to choose a section.

Open
 Closed
 Wait List

Sections for Fall 2024

1 of 1

Section	Personalize	Find	View All	First	1 of 1	Last
01-LEC (4763)	Combined	1	● Open	Select		

Section Details						Personalize	Find	View All	First	1 of 1	Last
Days	Start	End	Room	Instructor	Dates						
MoWe	2:15PM	3:40PM	Wimberly 113	Vincent Her	09/03/2024 - 12/11/2024						

- If the class is full but has a wait list (yellow triangle icon), select the **Wait List if Class is Full** box. You don't need to check it if the class is open. Click Next.

Shopping Cart

1. Select classes to add - Enrollment Preferences

Fall 2024 | Undergraduate | UW-La Crosse
ANT 362 - Hmong Americans (ES)

Class Preferences

ANT 362-01

Lecture

● Open

Wait List Wait list if class is full

Session Regular Academic Session

Grading Graded

Career Undergraduate

Units 3.00

Enrollment Information

- GE03: Minority Culture/Multiracial Women's Studies

Requirement Designation GE03: Minority Culture/Multiracial Women's Studies

Cancel

Next

Section	Component	Days & Times	Room	Instructor	Start/End Date
01	Lecture	MoWe 2:15PM - 3:40PM	Wimberly 113	Vincent Her	09/03/2024 - 12/11/2024

