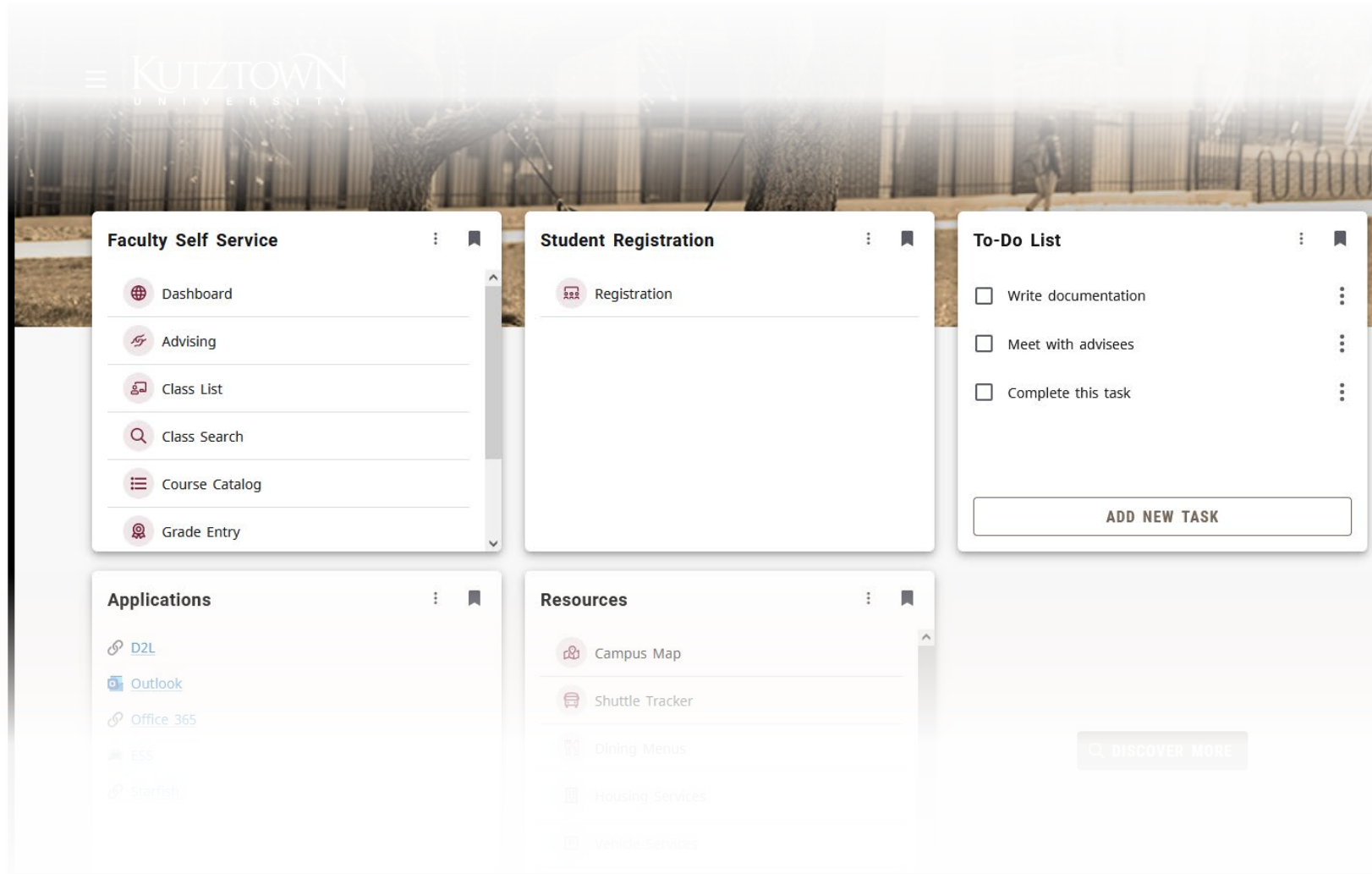




New MyKU

Registration Plans (Student)

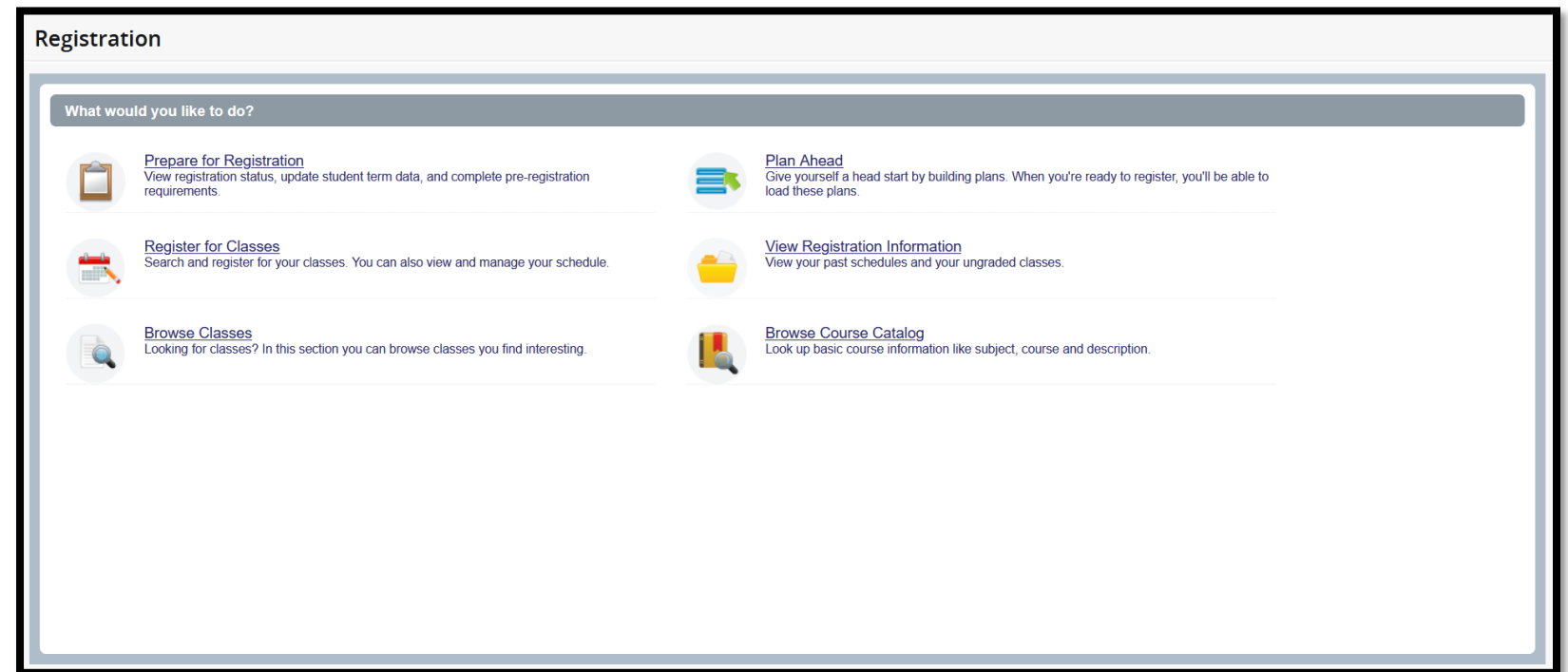
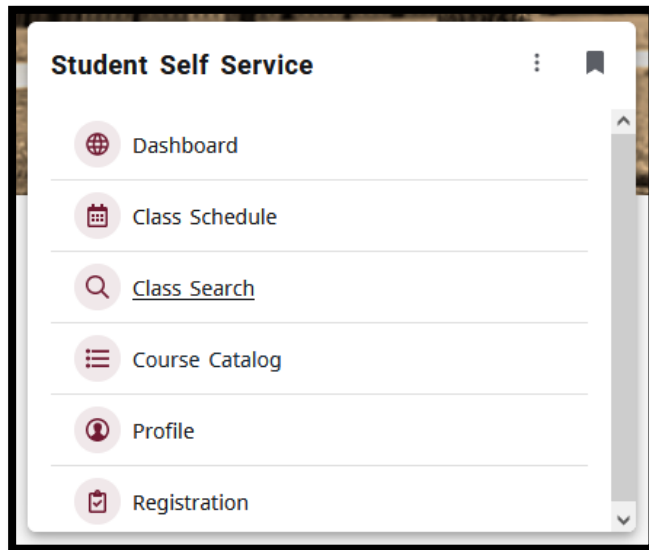


Preparing for Registration

Homepage

Clicking **Registration** in the **Student Self Service** card will bring you to the **Registration Portal** in the new MyKU.

In the **Registration Portal**, you will see six options. This presentation will focus on **Planning Ahead**.



Viewing Plans

The **Plan Ahead** area allows you to create semester plans for more efficient enrollment when available. After selecting a term, you will see a list of the plans that have been created. There will be an option to edit or delete a plan that you have created.

Select A Plan

Plans you have created for this term: 2
Term: Fall 2024
You are allowed a maximum of 99 plans for this term.

[+ Create a New Plan](#)

📅 Plan: Test Plan | Created by: You | Preferred Delete Edit

Title	Details	Hours	CRN	Schedule Type	Instructor	Grade Mode	Note	⚙️
Introduction to Visual Storytelling	ANIA 141, 030	3	30022	Lecture	Bischel, Mark L (Primary)	Standard		
Total Planned Hours: 3							Records: 1	

📅 Plan: Test Plan | Created by: You | [Make Preferred](#) Delete Edit

Title	Details	Hours	CRN	Schedule Type	Instructor	Grade Mode	Note	⚙️
Intro to 3D Modeling and Rendering	ANIA 171, 020	3	30024	Studio	Van Verth, Elizabeth A (Primary)	Standard		
Total Planned Hours: 3							Records: 1	

Plan Editor (1/2)

The plan editor view is split into three panels. The **Panels** button at the bottom of the page can be used to hide the lower panels.

The upwards-facing arrow in the center of the screen will hide the upper panel. The dot in the center of the screen can be used to reset the panels (this can also be done by pressing **Ctrl+Alt+C** on this screen).

The screenshot displays the Plan Editor interface. At the top, there is a navigation bar with the text "Student • Registration • Select a Term • Select A Plan • Plan Ahead" and a "New Search" link. Below this is a "Plan Ahead" section with a "Find Classes" tab and a "Created by Others" tab. A search form titled "Enter Your Search Criteria" is visible, with fields for "Subject", "Course Number", and "Division", and buttons for "Search", "Clear", and "Advanced Search".

The main area is split into two panels. The left panel shows a "Class Schedule for Fall 2024" grid with columns for days of the week and rows for time slots from 9am to 6pm. Registered classes are shown as grey blocks with green checkmarks and course identifiers like "ANTH10 (Registered)".

The right panel shows a table titled "Fall 2024 Untitled Plan" with columns: Title, Details, Hours, CRN, Schedule Type, Note, Status, and Action. The table lists several registered classes:

Title	Details	Hours	CRN	Schedule Type	Note	Status	Action
Managerial Accounting	ACCT 122, 010	3	30011	Lecture	---	Registered	---
Intro to 3D Modeling and B...	ANIA 171, 010	3	30023	Studio	---	Registered	---
World Literature I	ENGL 101, DH1	3	30134	Lecture	---	Registered	---
Cultural Anthropology	ANTH 10, 10	3	30399	Lecture	---	Registered	---

At the bottom of the interface, there is a "Panels" dropdown menu and a "Save Plan" button. A status bar at the very bottom indicates "Total Planned Hours: 0 | Registered and CEU Hours: 12".

Plan Editor (2/2)

The top panel contains a Class search utility. The bottom-left panel contains the student's schedule as planned and will update as classes are added to the plan.

The bottom-right panel lists courses that the student has been registered for and those that have been added to the plan.

The screenshot displays the Plan Editor interface. At the top, there is a navigation bar with the text "Student • Registration • Select a Term • Select A Plan • Plan Ahead" and a "New Search" link. Below this is the "Plan Ahead" section, which includes a "Find Classes" tab and a search form titled "Enter Your Search Criteria". The search form has fields for "Subject", "Course Number", and "Division", along with "Search", "Clear", and "Advanced Search" buttons.

The bottom-left panel shows a "Class Schedule for Fall 2024" grid. The grid has columns for days of the week (Sunday to Saturday) and rows for time slots (9am to 6pm). Registered courses are shown as grey blocks with green checkmarks and course identifiers: ANTH10 (Registered) on Monday, Wednesday, and Friday at 10am; ACCT192 (Registered) on Tuesday and Thursday at 12pm; and ANIA171 (Registered) on Monday and Wednesday at 3pm.

The bottom-right panel shows a list of registered courses with the following data:

Title	Details	Hours	CRN	Schedule Type	Note	Status	Action
Managerial Accounting	ACCT 122, 010	3	30011	Lecture	---	Registered	---
Intro to 3D Modeling and B...	ANIA 171, 010	3	30023	Studio	---	Registered	---
World Literature I	ENGL 101, DH1	3	30134	Lecture	---	Registered	---
Cultural Anthropology	ANTH 10, 10	3	30399	Lecture	---	Registered	---

At the bottom of the interface, there is a "Panels" dropdown menu and a "Save Plan" button. A status bar at the very bottom indicates "Total Planned Hours: 0 | Registered and CEU Hours: 12".

Searching for Courses (1/3)

The search utility allows you to search for courses by subject, course number, and/or attribute (after clicking **Advanced Search**).

In the results, clicking on **Add Course** will add the course to your plan without a section number. You will be prompted to select a section when you register.

Find Classes

Search Results — 16 Courses
Term: Fall 2024 Subject: Animated Arts

Subject Description	Course Number	Title	Credits	Description	Course Sections	Add Course
Animated Arts	141	Introduction to Visual Storytelling	3	Students study approaches to storytellin...	View Sections	Add Course
Animated Arts	148	Game Design & Prototyping	3			
Animated Arts	171	Intro to 3D Modeling and Rendering	3			
Animated Arts	231	Intro to 2D Animation	3			
Animated Arts	240	Introduction to 3D Animation	3			
Animated Arts	271	3D Prototyping	3			

Fall 2024 Untitled Plan +

Title	Details	Hours	CRN	Schedule Type	Note	Status	Action
Introduction to Visual Story...	ANIA 141	3			+ Add	Pending	Add
Managerial Accounting	ACCT 122, 010	3	30011	Lecture	---	Registered	---
Intro to 3D Modeling and R...	ANIA 171, 010	3	30023	Studio	---	Registered	---
World Literature I	ENGL 101, DH1	3	30134	Lecture	---	Registered	---
Cultural Anthropology	ANTH 10, 10	3	30399	Lecture	---	Registered	---

Searching for Courses (2/3)

To add a specific section, click on **View Sections** to see individual sections being offered. Adding a section will display its **Course Reference Number** and section number in the list.

The screenshot shows a web interface for finding classes. At the top, there's a search bar and a button labeled 'Catalog Search Results'. Below that, the search results are displayed in a table. The table has columns for CRN, Term, Subject, Course Number, Section Number, Title, Credits, Meeting Times, Campus, Status, Schedule Type, Instructor, Attribute, Linked Sections, and an 'Add' button. The first row shows a course with CRN 30020, Term Fall 2..., Subject ANIA, Course Number 141, Section Number 010, Title Introduction to Visual Stor..., Credits 3, Meeting Times Su Mo Tu We Th Fr Sa 12:00 PM - 02:45 PM, Campus Kutzt..., Status 20 of 20 seats r..., Schedule Type Lecture, Instructor Rivkin, Jacob S (Primary), and Attribute 1 Prep. The 'Add' button is highlighted.

Below the main table, a detailed view of a section is shown. It has a title 'Fall 2024Untitled Plan' and a plus icon. The table has columns for Title, Details, Hours, CRN, Schedule Type, Note, Status, and Action. The first row shows the title 'Introduction to Visual Story...', Details 'ANIA 141, 010', Hours 3, CRN 30020, Schedule Type Lecture, Note with a plus icon, Status Pending, and Action Add. The second row shows the title 'Introduction to Visual Story...', Details 'ANIA 141', Hours 3, CRN, Schedule Type, Note with a plus icon, Status Pending, and Action Add. The other rows show 'Managerial Accounting' (ACCT 122, 010, 3, 30011, Lecture, Registered), 'Intro to 3D Modeling and R...' (ANIA 171, 010, 3, 30023, Studio, Registered), 'World Literature I' (ENGL 101, DH1, 3, 30134, Lecture, Registered), and 'Cultural Anthropology' (ANTH 10, 10, 3, 30399, Lecture, Registered).

Searching for Courses (3/3)

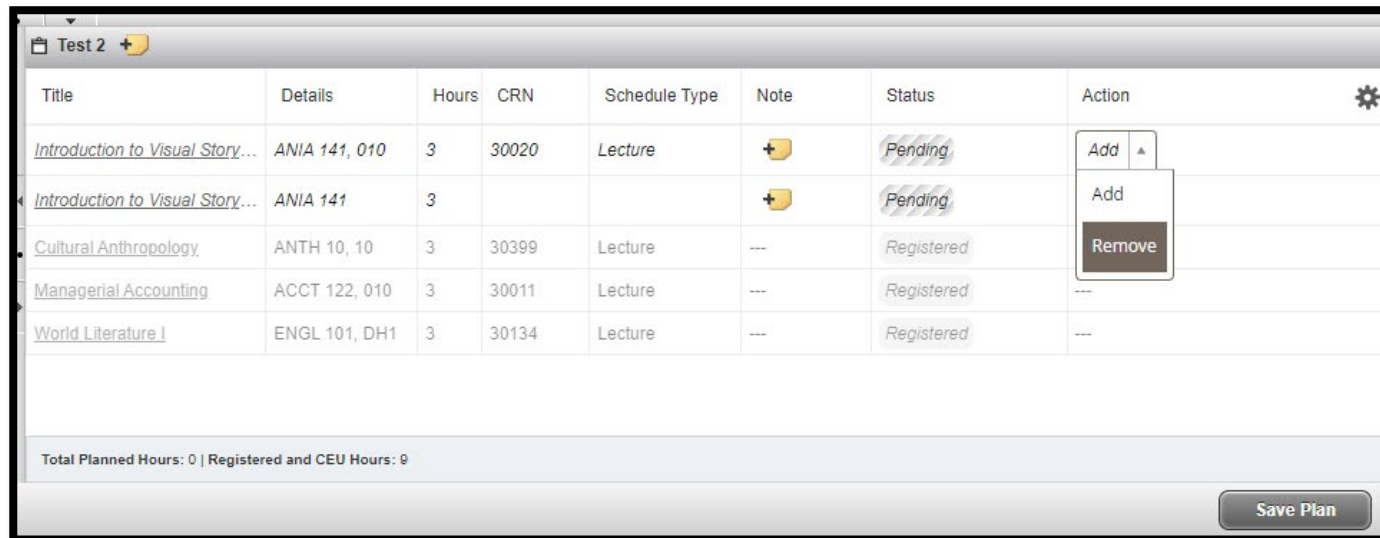
To start a search over, click on **Search Again**.

The screenshot displays a course search interface. At the top right, there is a green button labeled "Search Again". Below it, a table lists course sections with a "View Sections" button. To the right of the table is an "Add Course" section with a gear icon and six "+ Add Course" buttons. In the foreground, a "Class Details" window is open for "Introduction to Visual Storytelling Animated Arts 141 010". The window shows the term (202430) and CRN (30020). A sidebar on the left lists various details like "Class Description", "Restrictions", "Prerequisites", etc. The main content area displays a warning: "Not all restrictions are applicable." followed by enrollment requirements: "Must be enrolled in one of the following Levels: Undergraduate (UG)" and "Must be enrolled in one of the following Majors: Animated Arts (ANAR), Applied Digital Arts (APDA)". A "Close" button is at the bottom right of the window.

As a reminder, course **Restrictions, Prerequisites,** and **Corequisites** can be seen by clicking on the title of a course.

Removing and Planning Courses

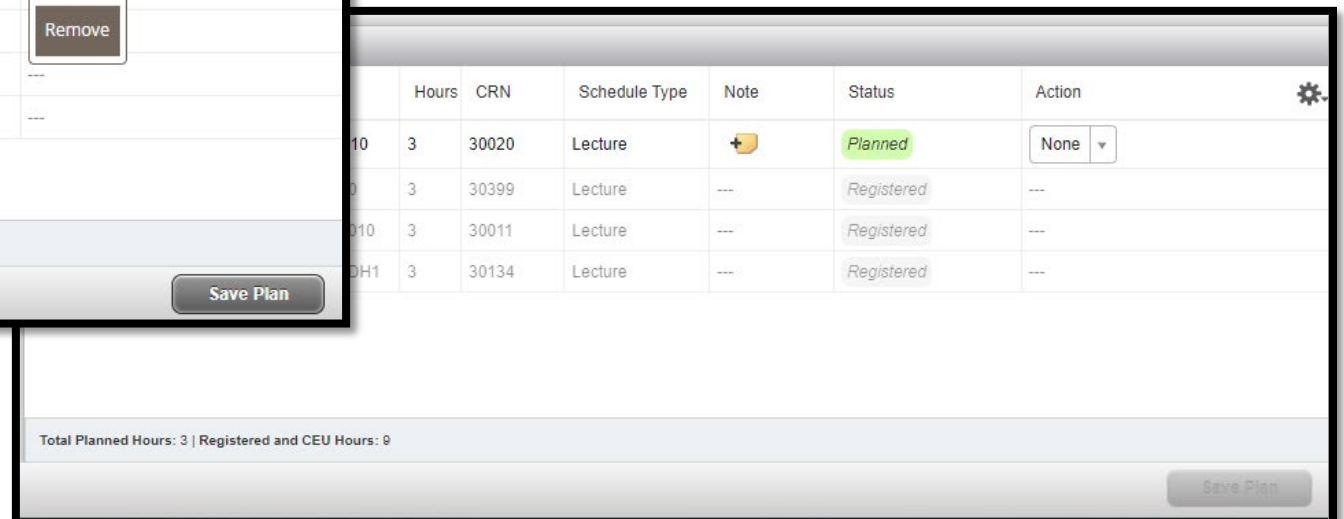
After adding a course or section, it will show up in the list of selected courses in the bottom-right panel as **Pending**. To remove a pending course, click the drop-down and select **Remove**, then **Save Plan**. If you have not yet named your plan, you will be prompted to do so. Saving the plan will also change Pending courses to **Planned** status.



Title	Details	Hours	CRN	Schedule Type	Note	Status	Action
Introduction to Visual Story...	ANIA 141, 010	3	30020	Lecture	+	Pending	Add
Introduction to Visual Story...	ANIA 141	3			+	Pending	Add
Cultural Anthropology	ANTH 10, 10	3	30399	Lecture	---	Registered	Remove
Managerial Accounting	ACCT 122, 010	3	30011	Lecture	---	Registered	---
World Literature I	ENGL 101, DH1	3	30134	Lecture	---	Registered	---

Total Planned Hours: 0 | Registered and CEU Hours: 9

Save Plan



Hours	CRN	Schedule Type	Note	Status	Action
3	30020	Lecture	+	Planned	None
3	30399	Lecture	---	Registered	---
3	30011	Lecture	---	Registered	---
3	30134	Lecture	---	Registered	---

Total Planned Hours: 3 | Registered and CEU Hours: 9

Save Plan