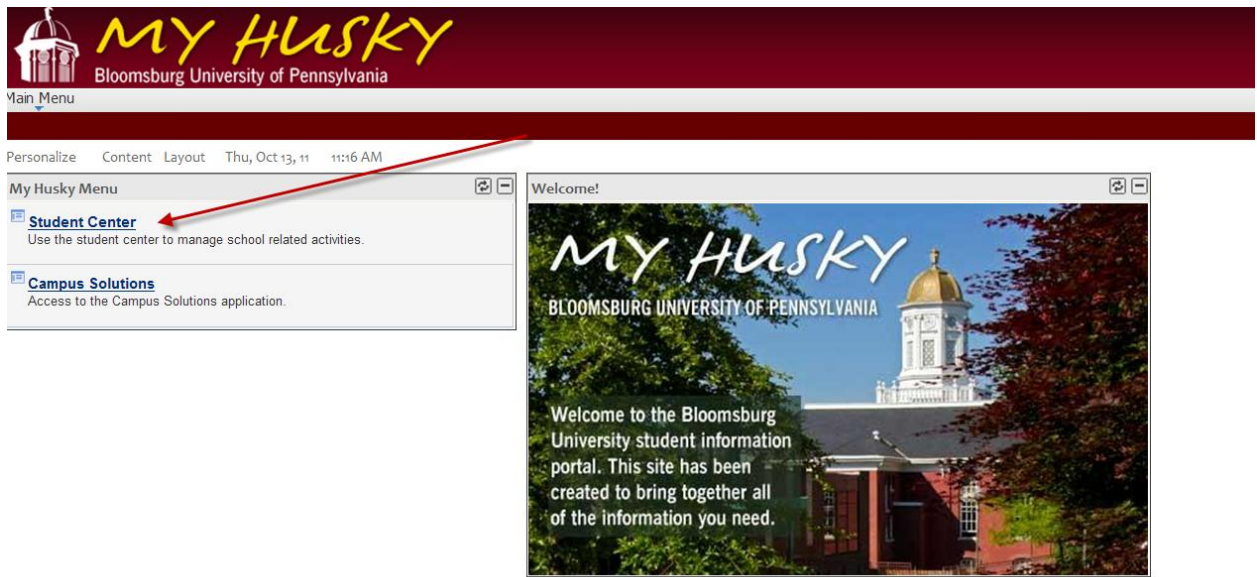
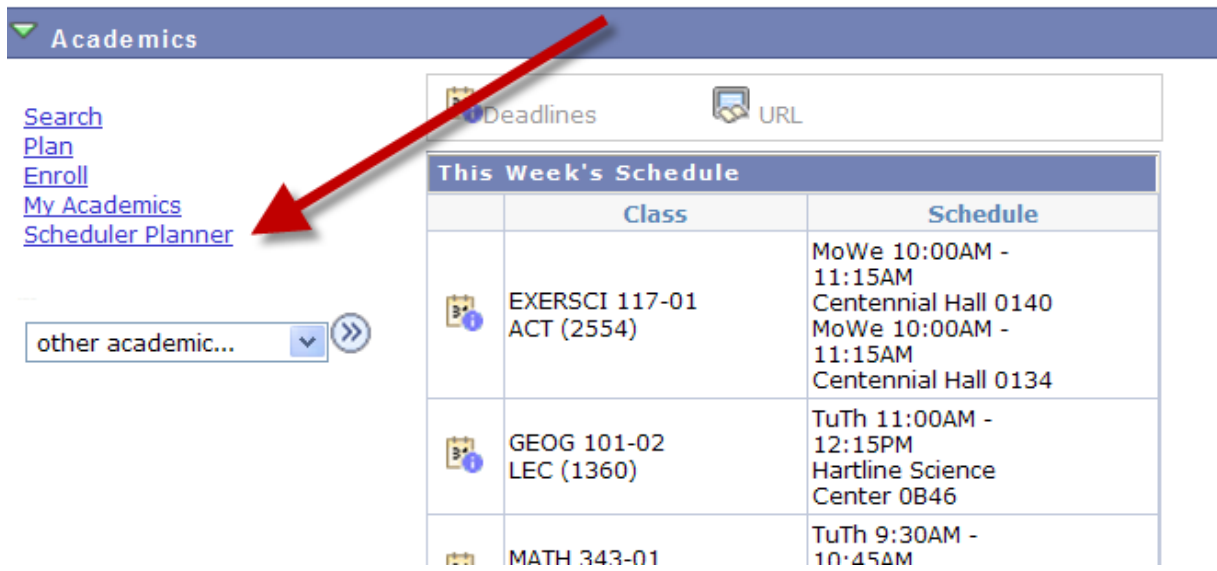


Directions for College Scheduler


1. Log onto ISIS.
2. Choose Student Center.



3. Choose Scheduler Planner



4. Choose "CLICK HERE" to open the schedule planner.

 The Scheduler Planner helps you plan your class scheduler. You may need to disable the pop-up blocker of your internet browser to successfully launch the Schedule Planner.

Instructions:

1. [CLICK HERE](#) to open the scheduler planner in a pop-up window.
2. After clicking "Send Schedule to Shopping Cart" return to this Student Center window.
3. Visit the [COURSE ENROLLMENT](#) page from your Student Center to continue with course enrollment; click the "Import Cart" button (see diagram).



5. You are now in Schedule Planner. There are Help Videos located in the top right of the screen which are available for more information.

[Help Videos - Log Out](#)

Schedule Planner

Bloomsburg UNIVERSITY

Course Status: **Term:** 2012 Spring

Sessions:

Just place checkmarks by the courses and breaks you want and click the 'Generate Schedules' button!

Courses Click the 'Add Course' button to add courses.

Breaks Click the 'Add Break' button to add times during the day that you do not wish to take classes.

Current Schedule - 2012 Spring							
	Info	Status	Course	Section	Component	Day(s)	Time(s)
<input checked="" type="checkbox"/>		Enrolled	MATH 410	01	LEC	MWF	2:00pm-2:50pm

Schedules

6. Choose "ADD COURSES" to pick the courses that you are interested in taking.

Help videos - Log Out

Schedule Planner

Bloomsburg UNIVERSITY

Course Status: Term: 2012 Spring

Sessions:

Just place checkmarks by the courses and breaks you want and click the 'Generate Schedules' button!

Courses **Breaks**

Click the 'Add Course' button to add courses. Click the 'Add Break' button to add times during the day that you do not wish to take classes.

Current Schedule - 2012 Spring

Info	Status	Course	Section	Component	Day(s)	Time(s)
<input checked="" type="checkbox"/>		Enrolled	MATH 410	01	LEC	MWF 2:00pm-2:50pm

Schedules

7. Select a Subject. Then Select a Course. Click "ADD COURSE".

Add Course - 2012 Spring

1. Select Subject:

2. Select Course:

8. Repeat Steps 6 and 7 until you have added all the courses you want.

9. To Add Breaks (times during the day that you do not wish to take classes) click on "ADD BREAK".

Help Videos - Log Out

Schedule Planner

Bloomsburg UNIVERSITY

Course Status: Term: 2012 Spring
Sessions:

Just place checkmarks by the courses and breaks you want and click the 'Generate Schedules' button!

Courses

<input type="checkbox"/>	Course	Options	Info	
<input type="checkbox"/>	COMMSTUD 207	View/Edit		
<input type="checkbox"/>	ECONOMIC 222	View/Edit		

Breaks

Click the 'Add Break' button to add times during the day that you do not wish to take classes.

Current Schedule - 2012 Spring

	Info	Status	Course	Section	Component	Day(s)	Time(s)
<input checked="" type="checkbox"/>		Enrolled	MATH 410	01	LEC	MWF	2:00pm-2:50pm

Schedules

10. You will need to name your break. Example: Soccer Practice. Choose a start time and an end time. (be sure to choose AM or PM). Then choose the days of the week that you would like the break to occur. "SAVE BREAK".

Add Break

Breaks are times during the day that you do not wish to take classes. Please enter a break between 6am and 10pm.

Break Name:


Start Time: :

End Time: :

Days:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

11. Once you have added all of your classes and your breaks you will need to place a checkmark in each course and each break or check the box in burgundy to select all courses or breaks listed.



Schedule Planner

Bloomsburg UNIVERSITY

Course Status: Term: 2012 Spring
 Sessions:

Just place checkmarks by the courses and breaks you want and click the 'Generate Schedules' button!

Courses Add Course					Breaks Add Break			
	Course	Options	Info			Name	Days	Time
<input checked="" type="checkbox"/>	COMMSTUD 207	View/Edit	Info	Print	<input checked="" type="checkbox"/>	Soccer Practice	MTWThF	2:00pm to 5:00pm
<input checked="" type="checkbox"/>	ECONOMIC 222	View/Edit	Info	Print				

Current Schedule - 2012 Spring							
	Info	Status	Course	Section	Component	Day(s)	Time(s)
<input checked="" type="checkbox"/>	Info	Enrolled	MATH 410	01	LEC	MWF	2:00pm-2:50pm

12. Click "GENERATE SCHEDULES". This will provide you with a list of all possible schedules.

Course Status: Term: 2012 Spring
Sessions:

Just place checkmarks by the courses and breaks you want and click the 'Generate Schedules' button!

Courses				<input type="button" value="Add Course"/>
<input type="checkbox"/>	Course	Options	Info	
<input checked="" type="checkbox"/>	COMMSTUD 207	View/Edit	Info	Lock Trash
<input checked="" type="checkbox"/>	ECONOMIC 222	View/Edit	Info	Lock Trash


Breaks				<input type="button" value="Add Break"/>
<input type="checkbox"/>	Name	Days	Time	
<input type="checkbox"/>	Soccer Practice	MTWThF	2:00pm to 5:00pm	Trash


Current Schedule - 2012 Spring							
<input type="checkbox"/>	Info	Status	Course	Section	Component	Day(s)	Time(s)
<input checked="" type="checkbox"/>	Info	Enrolled	MATH 410	01	LEC	MWF	2:00pm-2:50pm

Schedules Generated 2 schedules.


13. If no schedules are available you will receive the following message. If you receive this message you must either remove a few of your courses or one of your breaks in order to receive possible schedules.

Schedules

 There are no schedules available for the selections you have made. Try removing a break or deselecting a course and click 'Generate' again.

 **TIP:** If you are having trouble getting schedules, try the following steps:

1. Remove checkmarks from the course list.
2. Checkmark courses in order of preference one by one and click 'Generate Schedules' as you do this.

 **TIP:** To see all options offered for a particular course, click the 'View/Edit' link in the courses grid.

14. Once you have generated schedules you will see a list of schedules that meet your specifications. Click "VIEW" to see the schedule in a weekly format.

Course Status: Term: 2012 Spring
Sessions:

Just place checkmarks by the courses and breaks you want and click the 'Generate Schedules' button!

Courses					<input type="button" value="Add Course"/>
<input type="checkbox"/>	Course	Options	Info		
<input checked="" type="checkbox"/>	COMMSTUD 207	View/Edit	Info	Add	Copy
<input checked="" type="checkbox"/>	ECONOMIC 222	View/Edit	Info	Add	Copy

Breaks				<input type="button" value="Add Break"/>
<input type="checkbox"/>	Name	Days	Time	
<input type="checkbox"/>	Soccer Practice	MTWThF	2:00pm to 5:00pm	Copy

Current Schedule - 2012 Spring							
<input type="checkbox"/>	Info	Status	Course	Section	Component	Day(s)	Time(s)
<input checked="" type="checkbox"/>	Info	Enrolled	MATH 410	01	LEC	MWF	2:00pm-2:50pm

Schedules		Generated 2 schedules.
<input type="button" value="Generate Schedules"/>	Schedule	
View	ECONOMIC-222-01, MATH-410-01, COMMSTUD-207-02	
View	ECONOMIC-222-01, MATH-410-01, COMMSTUD-207-03	

15. You will see the schedule you have selected in a weekly view.

***You are viewing a potential schedule and must send to your Shopping Cart to enroll.**

More Info	Status	Subject	Course Section	Open Seats	Day(s) & Time(s)	Date	Location(s)
①	Not Enrolled	ECONOMIC	222 01	12	TTh - 2:00pm - 3:15pm	1/3/2012 - 5/31/2012	Bakeless Cntr Humanities 0301
①	Enrolled	MATH	410 01	29	MWF - 2:00pm - 2:50pm	1/23/2012 - 5/11/2012	
①	Not Enrolled	COMMSTUD	207 02	1	MWF - 1:00pm - 1:50pm	1/23/2012 - 5/11/2012	McCormick Human Services 2202

Displaying Week 4 (1-23-2012 to 1-29-2012)

Select Week: Week 4 (1-23-2012 to 1-29-2012) Or Click week number to view.

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
ECONOMIC 222																							
MATH 410																							
COMMSTUD 207																							

***You are only viewing one week of your schedule. Use the dropdown above to view other weeks.**

	Monday	Tuesday	Wednesday	Thursday	Friday
1:00	COMMSTUD-207-02 LEC		COMMSTUD-207-02 LEC		COMMSTUD-207-02 LEC
1:15	McCormick Human Services 2202 Angela La Valley		McCormick Human Services 2202 Angela La Valley		McCormick Human Services 2202 Angela La Valley
1:30					
1:45					
2:00	MATH-410-01 LEC	ECONOMIC-222-01 LEC	MATH-410-01 LEC	ECONOMIC-222-01 LEC	MATH-410-01 LEC
2:15		Bakeless Cntr Humanities 0301 Arian Khaleghi Moghadam		Bakeless Cntr Humanities 0301 Arian Khaleghi Moghadam	
2:30	Yixun Shi		Yixun Shi		Yixun Shi
2:45					
3:00					
3:15					

16. Once you have chosen the schedule that you would like to have for the upcoming semester click on “SEND SCHEDULE TO SHOPPING CART” at the top of the screen.

***You are viewing a potential schedule and must send to your Shopping Cart to enroll.**

More Info	Status	Subject	Course Section	Open Seats	Day(s) & Time(s)	Date	Location(s)
①	Not Enrolled	ECONOMIC	222 01	12	TTh - 2:00pm - 3:15pm	1/3/2012 - 5/31/2012	Bakeless Cntr Humanities 0301
①	Enrolled	MATH	410 01	29	MWF - 2:00pm - 2:50pm	1/23/2012 - 5/11/2012	
①	Not Enrolled	COMMSTUD	207 02	1	MWF - 1:00pm - 1:50pm	1/23/2012 - 5/11/2012	McCormick Human Services 2202

Displaying Week 4 (1-23-2012 to 1-29-2012)

Select Week: Week 4 (1-23-2012 to 1-29-2012) Or Click week number to view.

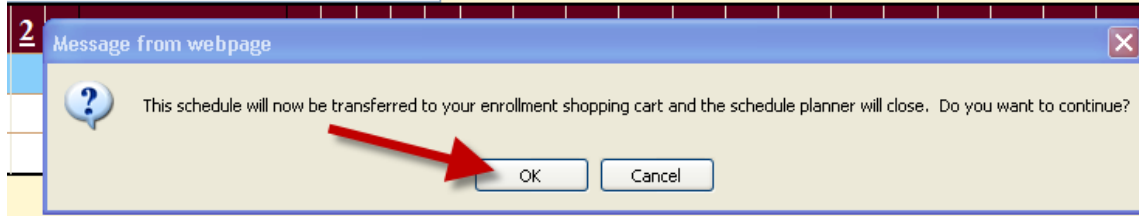
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
ECONOMIC 222																							
MATH 410																							
COMMSTUD 207																							

***You are only viewing one week of your schedule. Use the dropdown above to view other weeks.**

	Monday	Tuesday	Wednesday	Thursday	Friday
1:00	COMMSTUD-207-02 LEC		COMMSTUD-207-02 LEC		COMMSTUD-207-02 LEC
1:15	McCormick Human Services 2202 Angela La Valley		McCormick Human Services 2202 Angela La Valley		McCormick Human Services 2202 Angela La Valley
1:30					
1:45					
2:00	MATH-410-01 LEC	ECONOMIC-222-01 LEC	MATH-410-01 LEC	ECONOMIC-222-01 LEC	MATH-410-01 LEC
2:15		Bakeless Cntr Humanities 0301 Arian Khaleghi Moghadam		Bakeless Cntr Humanities 0301 Arian Khaleghi Moghadam	
2:30	Yixun Shi		Yixun Shi		Yixun Shi
2:45					
3:00					
3:15					

17. You will receive the following message. Click "OK".

Week 4 (1-23-2012 to 1-29-2012) Or Click week number to view.



18. You will receive a Success message.

More Info	Status	Subject	Course	Section	Open Seats	Day(s) & Time(s)	Date	Location(s)
1	Not Enrolled	ECONOMIC	222	01	12	TTh - 2:00pm - 3:15pm	1/3/2012 - 5/31/2012	Bakeless Cntr Humanities 0301
1	Enrolled	MATH	410	01	29	MWF - 2:00pm - 2:50pm	1/23/2012 - 5/11/2012	
1	Not Enrolled	COMMSTUD	207	02	1	MWF - 1:00pm - 1:50pm	1/23/2012 - 5/11/2012	McCormick Human Services 2202

✓ Success! Schedule added to cart successfully.

Instructions:

1. Visit the 'Add Class' page in Self-Service to continue with enrollment.
2. Click the 'Import Cart' button.



Add Classes

1. Select classes to add

To select classes for another term, select the term and click 'Change'. When you are

19. Click "CLOSE" at the bottom of the page.

20. You will receive the following message. Close out the window and log back into ISIS.



You have been logged out due to inactivity or by clicking 'Log Out'


***You must have cookies enabled in your browser to use the Schedule Planner.**



[Click here to login again](#)



21. Choose Self Service. Choose Student Center.

22. Click on "ENROLL".




Academics

[Search](#)
[Plan](#)
[Enroll](#) 
[My Academics](#)
[Scheduler Planner](#)

other academic...  

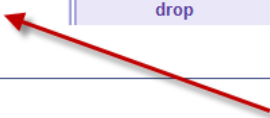
 Deadlines  URL

This Week's Schedule

	Class	Schedule
	EXERSCI 117-01 ACT (2554)	MoWe 10:00AM - 11:15AM Centennial Hall 0140 MoWe 10:00AM - 11:15AM Centennial Hall 0134
	GEOG 101-02 LEC (1360)	TuTh 11:00AM - 12:15PM Hartline Science Center 0B46
	MATH 343-01 LEC (1599)	TuTh 9:30AM - 10:45AM Bakeless Cntr Humanities 0107

23. Choose Add. Select correct term to add schedule. Click "CONTINUE".

Search | Plan | Enroll | My Academics


[my class schedule](#) | [add](#)  | [drop](#) | [swap](#) | [term information](#)

Add Classes

Select Term

Select a term then click Continue.

	Term	Career	Institution
<input type="radio"/>	2011 Fall	Undergraduate	Bloomsburg University of PA
<input type="radio"/>	2012 Spring	Undergraduate	Bloomsburg University of PA

[CONTINUE](#) 

24. Click "IMPORT CART" to register.


Search | Plan | Enroll | My Academics

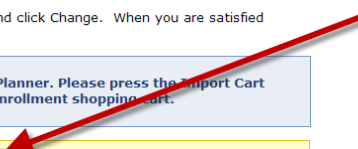
[my class schedule](#) | [add](#) | [drop](#) | [swap](#) | [term information](#)

Add Classes

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

 You have a schedule pending from Schedule Planner. Please press the Import Cart button below to load your schedule into the enrollment shopping cart.

Click [import cart](#)  to continue with registration.

2012 Spring | Undergraduate | Bloomsburg University of PA [change term](#)

25. Each course will come through individually. You will need to click “NEXT” for each course.

2012 Spring | Undergraduate | Bloomsburg University of PA

ECONOMIC 222 - MICRO & MANAGERIAL

Class Preferences

ECONOMIC 222-01 **Lecture** ● Open Permission Nbr

Session Regular Academic Session **Grading** Graded

Career Undergraduate **Units** 3.00

Enrollment Information **Program** UGRD Science and Technology

- Principles of Economics 1 - Economic 121, Principles of Economics 2 - Economic 122, and Bus & Econ Math - Economics 156 or Calculus 1 - Math 125 or Essentials Calculus - Math 123

Section	Component	Days & Times	Room	Instructor	Start/End Date
01	Lecture	TuTh 2:00PM - 3:15PM	Bakeless Cntr Humanities 0301	Arian Khaleghi Moghadam	01/01/2012 - 05/31/2012

26. You will receive a message that the import was complete. Click “PROCEED TO STEP 2 of 3” at the bottom of the screen.

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

✔ **Cart Import from Schedule Planner complete. Add more classes or click Proceed to Step 2 to continue processing your enrollment.**

2012 Spring | Undergraduate | Bloomsburg University of PA

● Open Closed

Add to Cart:

Enter Class Nbr

Find Classes

Class Search

My Requirements

My Planner

2012 Spring Shopping Cart						
Delete	Class	Days/Times	Room	Instructor	Units	Status
🗑	COMMSTUD 207-02 (1379)	MoWeFr 1:00PM - 1:50PM	McCormick Human Services 2202	A. La Valley	3.00	●
🗑	ECONOMIC 222-01 (1001)	TuTh 2:00PM - 3:15PM	Bakeless Cntr Humanities 0301	A. Khaleghi Moghadam	3.00	●

27. Click "FINISH ENROLLING".

Search	Plan	Enroll	My Academics	
my class schedule	add	drop	swap	term information

Add Classes



2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

2012 Spring | Undergraduate | Bloomsburg University of PA

Open Closed

Class	Description	Days/Times	Room	Instructor	Units	Status
COMMSTUD 207-02 (1379)	COMM RES METHODS (Lecture)	MoWeFr 1:00PM - 1:50PM	McCormick Human Services 2202	A. La Valley	3.00	<input checked="" type="radio"/>
ECONOMIC 222-01 (1001)	MICRO & MANAGERIAL (Lecture)	TuTh 2:00PM - 3:15PM	Bakeless Cntr Humanities 0301	A. Khaleghi Moghadam	3.00	<input checked="" type="radio"/>

28. You will receive a red X for courses that you are unable to enroll. You will receive a green checkmark for courses successfully enrolled.

Add Classes



3. View results

View the following status report for enrollment confirmations and errors:

2012 Spring | Undergraduate | Bloomsburg University of PA

Success: enrolled Error: unable to add class

Class	Message	Status
ARTHSTRY 101	Success: This class has been added to your schedule.	<input checked="" type="checkbox"/>
COMMSTUD 207	Error: Unable to add this class - requisites have not been met. Communication Studies Major or Minor and Public Speaking - Commstud 103, or Interpersonal Communication - Comstud 104	<input checked="" type="checkbox"/>
ECONOMIC 222	Error: Unable to add this class - requisites have not been met. Principles of Economics 1 - Economic 121, Principles of Economics 2 - Economic 122, and Bus & Econ Math - Economics 156 or Calculus 1 - Math 125 or Essentials Calculus - Math 123	<input checked="" type="checkbox"/>
MUSIC 101	Message: You have already taken this class. When graded this course may be subject to repeat rules. Verify that the class will apply toward your course of study.	<input checked="" type="checkbox"/>

33. Click “MY CLASS SCHEDULE” to see all courses enrolled.

View the following status report for enrollment confirmations and errors:

012 Spring | Undergraduate | Bloomsburg University of PA

✔ Success: enrolled	✘ Error: unable to add class
---------------------	------------------------------

Class	Message	Status
ARTHSTRY 101	Success: This class has been added to your schedule.	✔
COMMSTUD 207	Error: Unable to add this class - requisites have not been met. Communication Studies Major or Minor and Public Speaking - Commstud 103, or Interpersonal Communication - Comstud 104	✘
ECONOMIC 222	Error: Unable to add this class - requisites have not been met. Principles of Economics 1 - Economic 121, Principles of Economics 2 - Economic 122, and Bus & Econ Math - Economics 156 or Calculus 1 - Math 125 or Essentials Calculus - Math 123	✘
MUSIC 101	Message: You have already taken this class. When graded this course may be subject to repeat rules. Verify that the class will apply toward your course of study.	✔

MAKE A PAYMENT | **MY CLASS SCHEDULE** | ADD ANOTHER CLASS

2012 Spring | Undergraduate | Bloomsburg University of PA change term

▼ Class Schedule Filter Options

Show Enrolled Classes
 Show Dropped Classes
 Show Waitlisted Classes
 filter

ARTHSTRY 101 - INTRODUCTION TO ART						
Status	Units	Grading	Grade	Program	Deadlines	
Enrolled	3.00	Graded		UGRD Science and Technology	📅	
Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date
1077	01	Lecture	TuTh 9:30AM - 10:45AM	McCormick Human Services 2303	Nogin Chung	01/23/2012 - 05/11/2012

MATH 410 - MATH MODELING						
Status	Units	Grading	Grade	Program	Deadlines	
Enrolled	3.00	Graded		UGRD Science and Technology	📅	
Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date
2531	01	Lecture	MoWeFr 2:00PM - 2:50PM	Bakeless Cntr Humanities 0307	Yixun Shi	01/23/2012 - 05/11/2012