

# Schedule Assistant Features

Login to MyCSUSM and Click **Student Center**. Click **Degree Planner**. Click **Continue** to proceed. After selecting coursework for the upcoming semester, click on **Schedule Assistant** at the top of the Degree Planner. Enable Pop-Ups.

Full site view: [Schedule Assistant](#)

Modernized View: [Schedule Assistant](#)

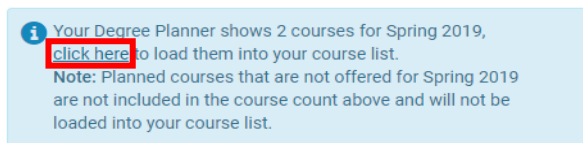
Select **Main Campus** and **Save and Continue**:

**Filtering the Class Search:** Customize scheduling options with the following filters:

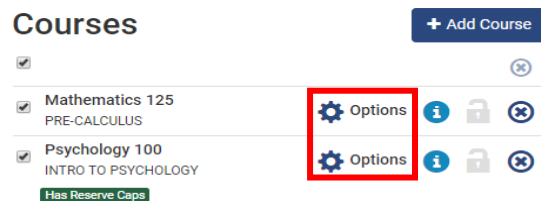
- Course Status: Open, Open & Full w/ Waitlist Open, Open & Full
- Sessions: Regular, Extended Learning
- Instruction Modes: Hybrid (In Person and Online), In Person, Online

|                   |                                |                        |
|-------------------|--------------------------------|------------------------|
| Course Status     | Open Classes Only              | <a href="#">Change</a> |
| Sessions          | 1 of 2 Selected                | <a href="#">Change</a> |
| Instruction Modes | All Instruction Modes Selected | <a href="#">Change</a> |

**Load courses from Degree Planner:** "Click here" link in the message box located under Courses to import the courses selected from Degree Planner.



**Click Options next to each class:** View various class sections, capacity (number of open seats), days/times, and instructor (if assigned yet).



**Click the Information Icon within the class section:** View additional class details, including course description and enrollment restrictions.

| Enabled (1 of 1)                    |                      | Unavailable (8) |                | <a href="#">Back</a> |                | <a href="#">Save &amp; Close</a>                   |             |
|-------------------------------------|----------------------|-----------------|----------------|----------------------|----------------|--|-------------|
| <input checked="" type="checkbox"/> | Section              | Component       | Seats Capacity | Seats Open           | Instructor     | Day(s) & Building(s)                               | Location    |
| <input checked="" type="checkbox"/> | <a href="#">i</a> 09 | LEC             | 40             | 17                   | Shasta Gaughen | T 5:30pm - 8:20pm - Soc & Behavioral Sci Bldg 1107 | Main Campus |
| Seats Capacity 40<br>Seats Open 17  |                      |                 |                |                      |                |  |             |

Click **Add Break** to filter out times that classes cannot be taken.



**Shopping Cart:** If courses were placed in the Shopping Cart, they are displayed:

## Shopping Cart

| <input checked="" type="checkbox"/> | Subject      | Course | Section | Component | Day(s) & Building(s)                               |
|-------------------------------------|--------------|--------|---------|-----------|--|
| <input checked="" type="checkbox"/> | Anthropology | 200    | 09      | LEC       | T 5:30pm - 8:20pm - Soc & Behavioral Sci Bldg 1107 |
| <input checked="" type="checkbox"/> | GE Writing   | 101B   | 16      | LEC       | M 5:30pm - 8:20pm - Markstein Hall 308             |

**Current Schedule:** If pre-enrolled or self-enrolled in any courses, they are displayed:

## Current Schedule

| <input checked="" type="checkbox"/> | Status   | Subject                       | Course | Section | Component | Day(s) & Building(s)                    |
|-------------------------------------|----------|-------------------------------|--------|---------|-----------|---|
| <input checked="" type="checkbox"/> | Enrolled | General Educ. Life Long Learn | 101    | 03      | LEC       | TTh 4:00pm - 5:15pm - Academic Hall 317 |

Be sure all desired courses, filters, and breaks are included by **checking each box** before proceeding.

### Courses

Mathematics 125  
PRE-CALCULUS

Psychology 100  
INTRO TO PSYCHOLOGY

Has Reserve Caps

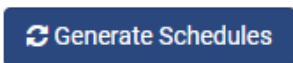
### Breaks

Work  
TTh - 6:00pm to 11:00pm

### Current Schedule

| <input checked="" type="checkbox"/> | Status   | Subject                       | Course | Section | Component | Day(s) & Building(s)                    |
|-------------------------------------|----------|-------------------------------|--------|---------|-----------|---|
| <input checked="" type="checkbox"/> | Enrolled | General Educ. Life Long Learn | 101    | 03      | LEC       | TTh 4:00pm - 5:15pm - Academic Hall 317 |

Click **Generate Schedules**. A list of possible schedule combinations will display.



Hover over magnifying glasses for class schedule previews. Click the checkboxes to **Compare** up to 4 class schedules.

Compare Select at least two schedules to compare side by side

Anthropology-200-09-23763, GE Writing-101B-16-22474, Mathematics-125-30-22592, Mathematics-125-31A-22593

Click **View** to choose a class schedule.

Work, General Educ. Life Long Learn-101-03-20440, Mathematics-125-10-22586, Mathematics-125-11A-22587, Psychology-100-11A-21777, Psychology-100-10-21776

**Locks:** Click the **lock icon** to keep a class section in place and generate new schedules around the locked section.

|                                     | Subject      | Course | Section | Class # | Seats Capacity | Seats Open | Waitlist Seats | Day(s) & Building(s)                               | Dates                   | Location    |
|-------------------------------------|--------------|--------|---------|---------|----------------|------------|----------------|--|-------------------------|-------------|
| <input checked="" type="checkbox"/> | Anthropology | 200    | 09      | 23763   | 40             | 17         | 0              | T 5:30pm - 8:20pm - Soc & Behavioral Sci Bldg 1107 | 01/22/2019 - 05/07/2019 | Main Campus |

**Favorite:** Click **heart** to favorite a schedule and save for future reference.

Shuffle Schedule 1 of 14

Choose a schedule and click **Send to Shopping Cart**.

