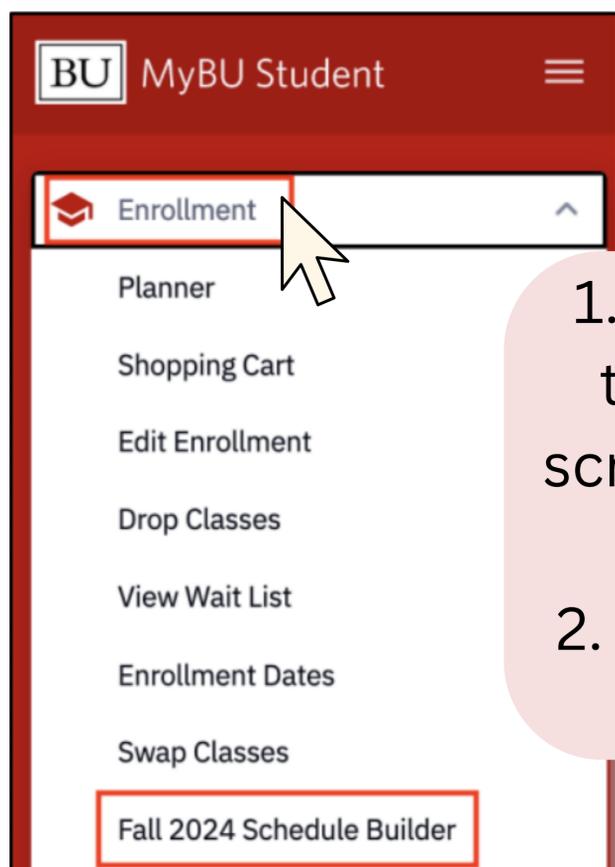


Schedule Builder on MyBU Student

Use this guide to learn how to use the Schedule Builder to plan your schedule for next semester.

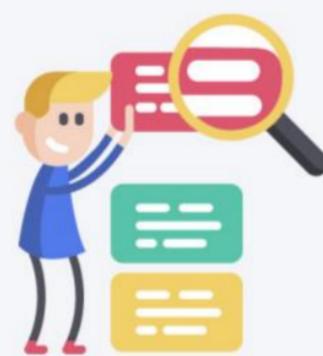
Schedule Builder is the new version of the Planner. You can use it to create and view different schedule options while you are planning your courses.



1. Log into MyBU Student. Expand the menu on the left side of the screen if it is not expanded already.
2. Open **Enrollment** and select **Fall 2024 Schedule Builder**.

3. Click **Continue** to proceed to the Schedule Builder page, or **View Tips** to walk through the help tips within Schedule Builder.

Tips can also be viewed directly from the Schedule Builder page.



This is Schedule Builder

All you need to do is to select courses and chill, Schedule Builder will do everything else.

Continue

View Tips

Skip this message in the future



4. Click **Expand Filters** (on the top right) to search for classes.

AVAILABILITY * Required

Start Date End Date Unavailable Time Min Break Time

GLOBAL FILTERS

Campus Location Session Class Status: Open Academic Group Instruction Mode

Career

SECTION FILTERS

Course Attribute Course Attribute Value

COURSE SELECTION

Subject * Catalog Number * Add Course Reset Filters

5. The fields to search for a class will appear. The only required fields are **Subject and Catalog Number** (for example, CASCS 111). Search for a course and click **Add Course**. Repeat for as many classes as you need.

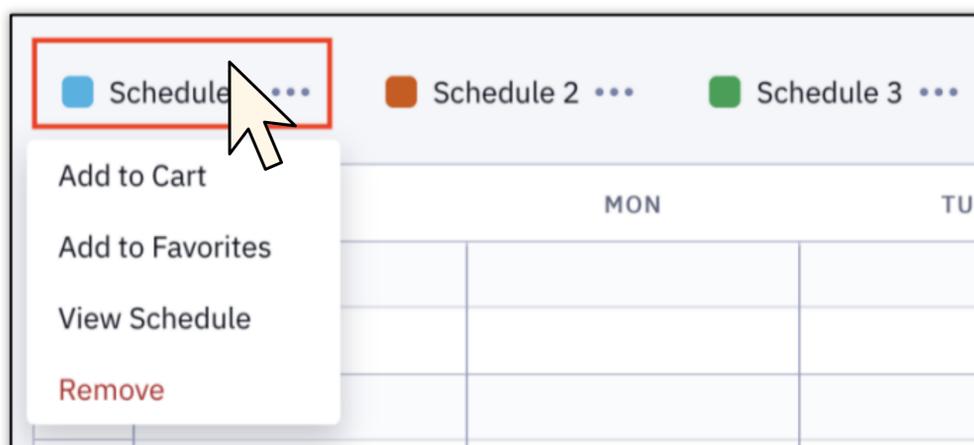
Select up to 20 courses to build your schedule

<input checked="" type="checkbox"/>	COURSE	COURSE TITLE	UNITS	STATUS	
<input checked="" type="checkbox"/>	CASAH 393	CONTEMP ART	4	-	Select Sections <input type="button" value="x"/>
<input checked="" type="checkbox"/>	CASCS 111	Intro Computer Science 1	4	-	Select Sections <input type="button" value="x"/>
<input checked="" type="checkbox"/>	CASCS 131	COMBIN STRUCS	4	-	Select Sections <input type="button" value="x"/>
<input checked="" type="checkbox"/>	CASLG 111	1ST SEM GERMAN	4	-	Select Sections <input type="button" value="x"/>

Total: 16 units Delete Selected Save Build Schedule

When you have added all of the classes, you will be able to see your total units (bottom left corner). You can also select your sections for each class.

When you are ready, click **Build Schedule**. One or more schedules will be created based on these classes.



When you have built a schedule, you can view the drop down and choose to add those classes to your Shopping Cart.

Just like with the StudentLink planner, **adding a course to the Schedule Planner does not guarantee that you have a seat in the class**. This is a planning tool to help you enroll more smoothly once registration opens.