

Student Planner: Adding Terms, Classes and Placeholders



Office of the Registrar
University of Wisconsin-Stevens Point

Adding and Moving a Term

★ Physical Education (BS) with Health Education Minor | Fall 2023

Switch Plan



Your plan has been populated by a template from your advisor. Items that are required cannot be deleted, but can be moved.

2023 Fall 15 Credits 1 ALERT

Attend mandatory student teaching mee...

HLED 140 Responsible Sexuality 3 Cr

HLED 250 Teaching Methods for Middle and Secon... 3 Cr

PHED 150 Foundations of Teaching pK-12 Physical ... 3 Cr
This course has a requisite

PSYC 110 Introduction to Psychology 3 Cr

GEP: Written Comm. (ENG 101/150) 3 Cr
Select course for placeholder

2024 Spring 14 Credits

BIOL 101 General Biology 5 Cr

EDUC 205 Pluralism for Educators 2 Cr

PHED 205 Fundamental Swim Skills for Physical Ed... 1 Cr

GEP: Historical Perspectives 3 Cr
Select course for placeholder

GEP: Humanities 3 Cr
Select course for placeholder

+ ADD

SCHEDULE

2024 Fall 13 Credits

Apply to Prof

BIOL 287 Essentials of 3 Cr
This course has a requisite

PHED 220 Lifespan Mot 3 Cr
This course has a requisite

GEP: Arts 3 Cr
Select course for placeholder

GEP: ART, HP 3 Cr
Select course for placeholder

There are two ways to add a term to an academic plan. Either **click the + icon** at the top of the academic plan, or click **+ADD TERM** following the last term in the plan. This will add a new term to the end of the academic plan.

2027 Spring 13 - 17 Credits 1 ALERT

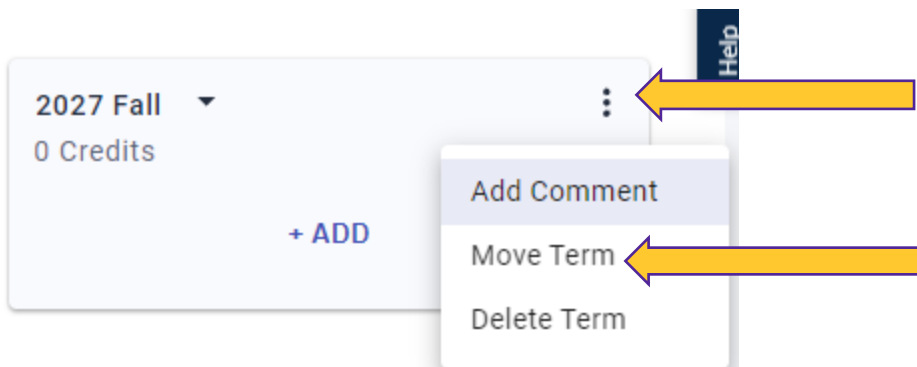
EDUC 400 Student Teaching Seminar 1 - 2 Cr
This course has a requisite


HLED 398: Student Teaching 3 - 6 Cr
Select course for placeholder

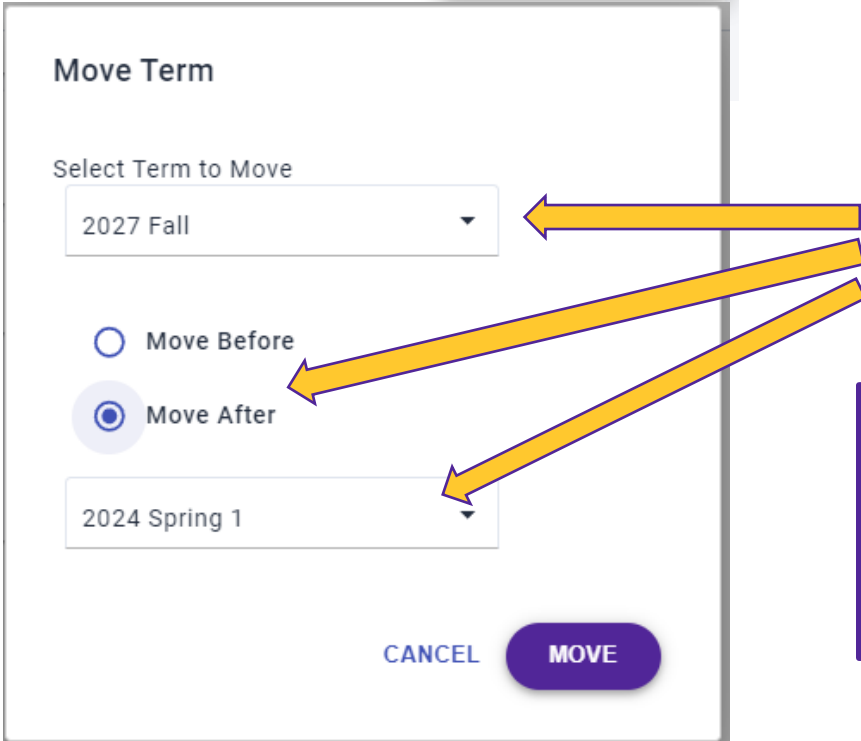
PHED 398: Student Teaching 6 Cr
Select course for placeholder

PHED 398: Student Teaching 3 Cr
Select course for placeholder

+ ADD TERM

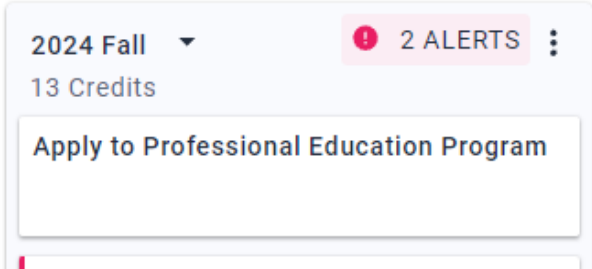
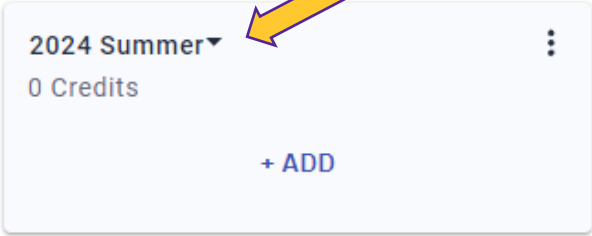
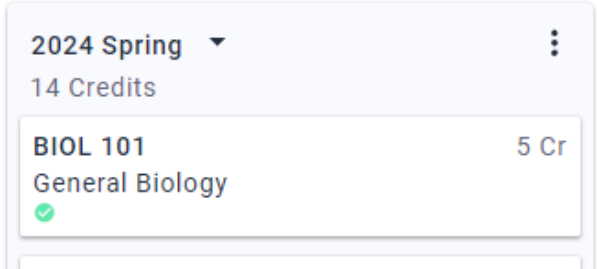


1. To move a new term to a different place in the plan, click on the  icon in the top right corner of the new term, and select **MOVE TERM** from the drop-down menu.



2. In the pop-up window, choose the term you want to move from the drop-down menu and where you want it moved to in the plan. Then, click the **MOVE** button.

3. This will move the term to a new location in the plan. **Click on the drop-down menu** next to the term name to select the correct name for the term, based on its new location.



Adding and Deleting a Class

Scheduling is open for 2023 Fall. [Start building your schedule now!](#)

2023 Fall ▾
0 Credits

+ ADD

SCHEDULE

Click **+ADD** to begin adding classes to the plan.

2025 Spring ▾
0 Credits

Scheduling is open for 2023 Fall. [Start building your schedule now!](#)

Begin typing the subject of the class you want to add to the plan. Then, choose the course from the drop-down menu.

2023 Fall ▾
0 Credits

Item
Bio|

- BIOL 1 - Orientation Workshop - MAIN
- BIOL 100 - Biological Principles and the Human 3 Environment - MAIN
- BIOL 101 - General Biology - MAIN 5
- BIOL 107 - CUREs in Biodiversity Science and Biological Collections - MAIN 4
- BIOL 110 - Principles of Biology I - MAIN 5

+ ADD

2024 Spring ▾
0 Credits

+ ADD

2025 Fall ▾
0 Credits

+ ADD

Scheduling is open for 2023 Fall. [Sta](#)

2023 Fall ▾
5 Credits

BIOL 101 5 Cr
General Biology ✓

+ ADD

SCHEDULE

2024 Spring ▾
0 Credits

+ ADD

1. Continue adding courses to the plan by clicking **+ADD** and searching for courses.

2023 Fall ▾
5 Credits

BIOL 101 5 Cr
General Biology ✓

Item
PHED 26

PHED 260 - Pedagogy in Physical Education - MAIN 3

Add "PHED 26"

+ ADD

2024 Spring ▾
0 Credits

+ ADD

2025 Spring ▾
0 Credits

+ ADD

2025 Fall ▾
0 Credits

+ ADD

2. If a course does not initially appear on the drop-down, continue typing the course prefix and number until it appears.



2023 Fall ▾ 2 ALERTS ⓘ

14 Credits

2024 Spring ▾
0 Credits

BIOL 101 5 Cr
General Biology
✓

PHED 150 3 Cr
Foundations of Teaching pK-12 Physical ...
ⓘ This course has a requisite

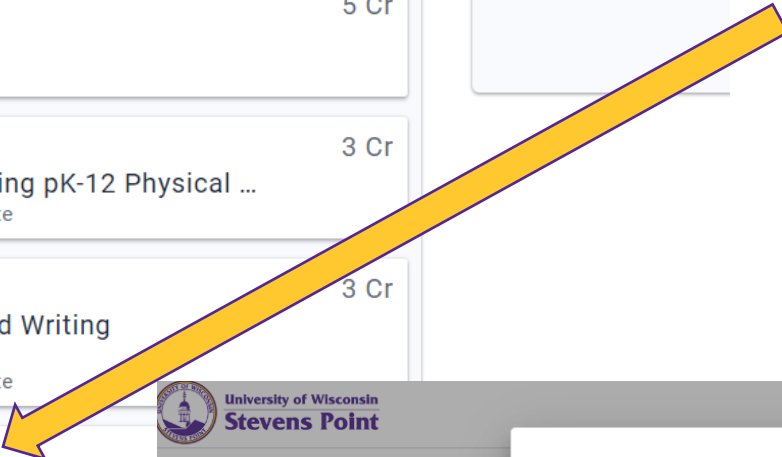
ENGL 101 3 Cr
Academic Reading and Writing
✓
ⓘ This course has a requisite

HIST 101
World History to 1500

+ ADD

SCHEDULE

1. To delete a course, click on the course you wish to delete from the plan.



University of Wisconsin Stevens Point

HIST 101 - World History to 1500 -

Term: 2023 Fall ▾ Credits: 3

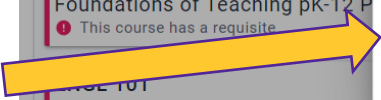
Description: Major patterns of human society and civilization prior to the modern era, comparing social and political institutions as well as cultural and religious traditions from Africa, Asia, Europe, Mesoamerica and the Middle East.

Term(s) Offered: ALL

Requisite(s): none

DELETE ITEM **CANCEL** **SAVE**

2. Click **DELETE ITEM**.



Adding a Placeholder

1. A placeholder can be used when a student can choose from a variety of courses. To add a placeholder, click **+ADD** and then choose **Placeholder**.

2. When the text box appears, type a name for the placeholder. Be as specific as possible so both the adviser and student can easily determine what this placeholder is for. Then, **click the text below the textbox that says, "Add ..."**

3. Click on the new placeholder to edit.

2023 Fall ▾
5 Credits

BIOL 101 5 Cr
General Biology ✓

+ ADD

Course
Placeholder

2023 Fall ▾
5 Credits

BIOL 101 5 Cr
General Biology ✓

Placeholder
Take POLI 315 or 360

Add "Take POLI 315 or 360"

SCHEDULE

2023 Fall ▾
5 Credits

BIOL 101 5 Cr
General Biology ✓

Take POLI 315 or 360

+ ADD

SCHEDULE

Select Course

Title
Take POLI 315 or 360

Term
2023 Fall

Minimum Credits 3 — Maximum Credits 3

Description
Take either POLI 315 or 360

Course Placeholder
Enter the courses that can be completed to fulfill this placeholder requirement.

Courses
POLI 315 x poli 36]

POLI 360 - Gender and Politics in Comparative Perspective - MAIN

POLI 361 - European Politics - MAIN

Required Item ⓘ

Locked Item ⓘ

1. The title of the placeholder will self-populate.

2. Enter the credits. If all classes are the same number of credits, enter that number as both the min and max credits.

3. Enter any directions you desire into the Description box. Then, **click the toggle** to activate Course Placeholder.

4. Type the courses that fulfill this placeholder into the text field and select the courses as they appear from the drop-down. Then, **click SAVE.**

When a student clicks on the placeholder in their plan, they will only see the classes you entered as options on a drop-down menu.

Course Placeholder [EDIT PLACEHOLDER DETAILS](#)

Select a Course

Course
Select course to fulfill this placeholder

POLI 315 - Minority Group Politics - MAIN	3
POLI 360 - Gender and Politics in Comparative Perspective - MAIN	3