Step 1) Login to UNA Portal and Select "Pride Planner – Plan for Registration"

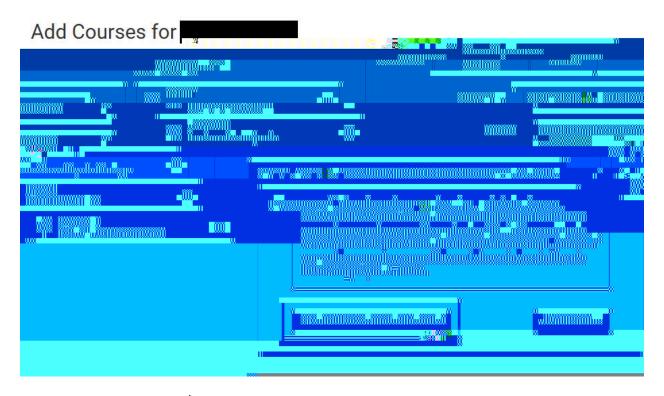


Step 2) Select Applicable Term, Save and Continue

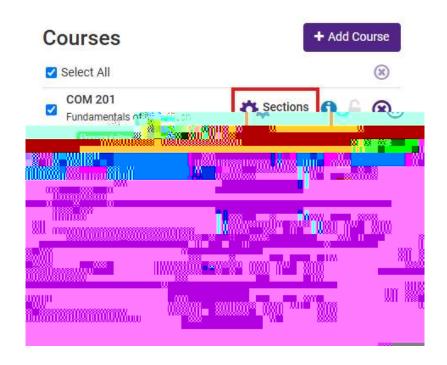
Step 3) Press "Change" to the Right of "Course Status"

Step 4) Change to "Open Classes Only," and click "Save" Step 5) Select " + Add Course" to the right of "Course

Step 7) Once classes are inserted, click "Go Back to Generate Schedules"



Step 8) Check Sections for Each Course



Step 10) (Optional) Add a break into your schedule by clicking "Add Break" to the right of "Breaks" on the main Pride Planner menu.

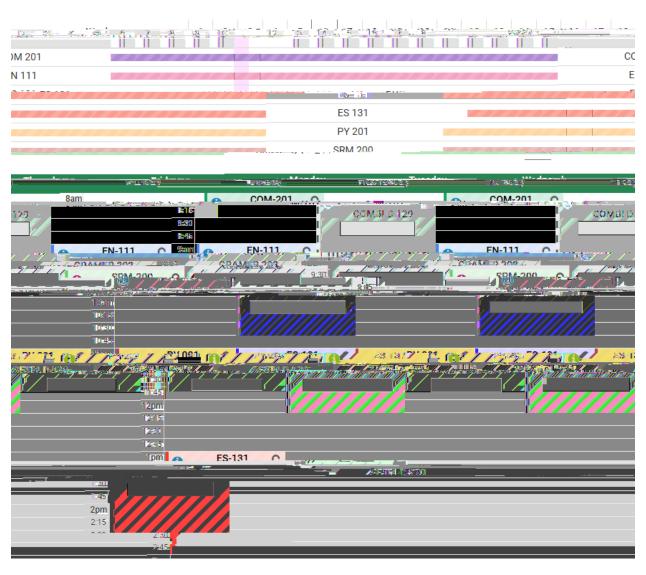




Step 10) Once you have gone through all of the courses' sections, click "Generate Schedules" underneath "Schedules" on the main Pride Planner screen.

*If you have an abundance of schedules generated (examam

Step 13) Scroll down and verify that you want this exact schedule.



Step 14) Scroll up and click "Send to Shopping Cart"

