

Quick Guide to WebAdvisor Student Planning

for Graduate and CCE Students

(updated 10/15/15)

- 1. Access the portal.
- 2. On the right, under WebAdvisor/Self-Service, click WebAdvisor for Students
- 3. Click Academic Planning
- Then click Student Planning and Registration. The screen will have two sides: "View Your Progress" and "Plan your Degree & Register for Classes". You can register for classes from either side.

WebAdvisor/Self-Service	-
V WEBADVISOR FOR STUDENTS	
USER ACCOUNT	
FINANCIAL AID	
COMMUNICATION	
SEARCH FOR SECTIONS	
ACADEMIC PLANNING	>
ACADEMIC PROFILE	



If you start with "View Your Progress" click on "Go to My Progress"

Go to My Progress shows the courses you've already taken, your GPA, and courses needed to complete your program.

	ASSUMPTION COLLEGE Light the way.					T	Bets 🕜 Hep 🚺 Notificati
🐩 Stud	lent Planning						
Home M	Ay Progress Plan & Schedule	Course Catalog Test Su	mmary Unofficial Transcript				
	to Getting Starte many options to help you p		n your degree. Here are 2 stej	ps to get you started:			Search for courses
	View Your Prog Start by going to My and search for cours <u>Go to My Progress</u>	Progress to see your a ses.	cademic progress in your degr	••			
Pr	ograms		Cumulative GPA		Progress		
Bacl Just	helor of Science in Social ice	l Sciences Criminal	3.846 (2.000 required)				
Fa	all 2015 Schedule						

🐩 Student Planning						
	n & Schedule Course Catalog Test Sur	nmary Unofficial Transcript				
My Progress	-				Search	for courses
	nelor of Science in Social programs)	Sciences Criminal Justice	+ View a New Progra	am		oad Sample Course Plan
Cumulative GPA: Institution GPA: Degree: Majors: Departments: Catalog: Description Program Notes <u>Show Program Not</u>	3.846 (2.000 required) 3.846 (2.000 required) Bach of Sci Social Sci Criminal Justice Graduate/Professional Studies 10-11	Program Completion m Progress Total Credits (116 of 1 Total Credits from this	10			6 3 20
Requirements Bachelor of So	ience in Social Science					
	minimum GPA for this requirement.Cu					
A. Concentrati Take 8 courses from 7 of 8 Courses Con	n Subject CRJ;					
Status	Course		D Search	Grade	Term	Credits
Completed	CRJ-250E INTRO TO FC	RENSIC PSYCHOLOGY		A	S22012	3
Completed	CRJ-242E CRIMINOLOG	γ		А	SP2014	3

Registering for classes from My Progress

Classes that have not been started will show with a status of Not Started in red.

- Click the course number to open Search for Courses and Course Sections
- You will see available courses available.
 You can select Add Course to Plan to add this course.
- Comparison of the set of the

C. Philosophy

- Filters Applied: Notes

 PHI-100 INTRO TO PHILCOSOPHY (3 Credits)

 Add Course to Plan

 Add Course to Plan

 Add Course to Plan

 Add Course to Plan

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 Add Course to Plan

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 Add Course to Plan

 Phil-100 INTRO TO PHILCOSOPHY (3 Credits)
- 3. From the Course Details screen, use the Term pulldown to select the term for this class and click **Add course to Plan** to save it. *This will add the course to your plan, you can specify a specific section later.*

Course Details		
CRM-243: JUVENILE DELI	NQUENCY	•
While the main focus is on policy responses to juvenile criminals and the broader to include: decriminalization;	nistory of "juvenile delinquency" as a societal category and as a social problem. competing theories of delinquent behavior and the relative effectiveness of various crime, the course will also focus extensively on media portrayals of juvenile optic of the social construction of the juvenile crime problem. Specific topics deinstitutionalization, court diversion, radical nonintervention, community based corrections. Gendron/Three credits	
Credits	3	
Locations Offered	TBD	
Requisites	None	
Term Select a Term Fall 2015 Spring 2016 Summer 1 201 Summer 2 2016 Spring 2017	6 Close Add Course to Plan	



4. If you want to see all the available sections of a course, click View
Available Sections. From here you can click Add Section to Schedule to add this class. This will add the specific section to your schedule, but you can only add one section. Add Course to Plan allows you to select any section during registration.

urse desig	ned to familiarize the student with the activ ophy covered in the Intermediate Level Cou	ity called philosophy. The student is introduced to rses. This course is required in the Core Curricul	some of the major questions exar um.	nined in depth in the different
uisites:	None			
View A	vailable Sections for PHI-100			
Fall 201	5			
				id Section to Schedule
Seats	Times	Locations	Instructors	
3	M/W/F 8:30 AM - 9:20 AM 8/31/2015 - 12/21/2015	La Maison Francaise 201 Lecture	Gallagher, P	
INTRO TO	PHILOSOPHY 02			Id Section to Schedule
Seats	Times	Locations	instructors	
1	M/W/F 9:30 AM - 10:20 AM 8/31/2015 - 12/21/2015	La Maison Francaise 201 Lecture	Gallagher, P	
INTRO TO	D PHILOSOPHY 03			id Section to Schedule
Seats	Times	Locations	Instructors	
1	MW/F 11:30 AM - 12:20 PM 8/31/2015 - 12/21/2015	Laska Classrooms 113 Lecture	Gallagher, P	

5. Click Add Section to Schedule again from the section details screen.

CRM-243-01: JUVENIL Spring 2016	.E DELINQUENCY	
Instructors Meeting Information	Kaufman, A (<u>am.kaufman@assumption.edu</u>) TuTh 10:00 AM - 11:15 AM 1/11/2016 - 5/9/2016 TBD (Lecture)	E
Dates	1/11/2016 - 5/9/2016	
Seats Available	30 of 30 Total	
Credits Grading	3 Graded	
Requisites	None	

6. You will see that the course is now "planned" from your My Progress screen.

In-Progress	PHI-230E	FAITH AND REASON		FA2015	3
Completed	MGT-256E	SP TOP: CREATIVE DECISION	A	IN2011	3
Planned	CRM-243	JUVENILE DELINQUENCY		SP2016	3

Plan and Schedule

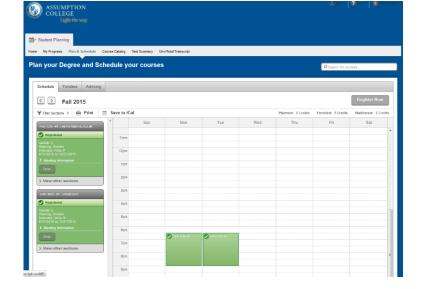
The other option to plan/register for classes is from the **Plan your Degree & Register for Classes** option from the main page or from the Plan & Schedule tab on any page.



The plan and schedule tab shows the courses you are registered for or have planned by semester.

Use the arrows to move to the desired semester.

< > Spring 2016 —



Registering for classes from Plan & Schedule

Click Course Catalog found above the weekly schedule grid to locate courses. Type in a course subject or scroll through the disciplines to find courses and proceed from #2 in *Registering for classes from My Progress* above.

If you have already added a course to your plan, you can select sections to add to your schedule:

- 1. Click View other sections
- 2. Select one of the sections
- 3. Click Add section to schedule



Remove course from schedule:

- 1. Click Remove Planned Course
- 2. Click Remove to confirm or Cancel

Plan your Degree and Sche	adula vo							
an you begree and bein	cuule yo	ui courses					P Search for cou	595
Schedule Timeline Advising								
< > Spring 2016 -							Remove I	Planned Courses
Take Section 2	save to ICa					Planned: 3 Credits	Enrolled: 0 Credits	Waitlisted: 0 Cre
0	A	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						inu	P10	Sat
CRM 243.01: JUVENILE X DELINQUENCY	San		10010	100	1140	Inu	rn	Sat
Planed	Sam	Gui	10001	CRIN:243-01	1140	CRM-245-01	71	Sat
					1140			Sat

At your designated registration time, go to the portal and access WebAdvisor to register. Click "Plan and Schedule" and advance to the selected term. You can register for courses individually by clicking the "Register" box on the left under each section. Or you can register for ALL courses by clicking the "register now" box in the top right of the screen. Successful registrations appear in green on the calendar and in the listing.

Tech Problems? Call the Registrar's Office (508) 767-7355. Advising problems? Contact the Director of your graduate program.