

Student Planning: Overview for Students

Welcome to Student Planning! This tutorial will provide students with an overview of Student Planning software. By viewing this video, you will learn about the different functions of Student Planning and how you can use Student Planning to understand your requirements, monitor your progress toward your degree, and plan ahead for future courses.

You will be able to access Student Planning via your Ocean Connect account.

Go to connect.ocean.edu, and log in using your username and password.

Your username is your first name underscore last name, all lowercase letters. If you have any numbers attached to your name in your email address, you'll need to enter those too.

Your password is the password you established when you set up your Ocean Connect account. If you have not yet set up your account, your default password will be your seven digit student ID. Once you have logged in for the first time, you will be prompted to change your password.

I'm going to log in as our test student.

LOG IN TO OCEAN CONNECT

Once you are logged into Ocean Connect, you will click on the Student Planning tab on the left side of the screen. You will be automatically logged into Student Planning.

CLICK STUDENT PLANNING

When you open Student Planning, you will see two options.

One option is to "View Your Progress". This screen will bring you to your degree audit, which will display all of the courses required for your degree, which courses you've completed, and which courses you still need to complete.

The other option is "Plan your Degree and Register for Classes". This screen will bring you to a calendar view of your schedule semester by semester.

The best way to begin is my clicking "View Your Progress."

The "My Progress" screen displays how many credits you've completed, all the required courses to complete your degree, and how many of these courses you've completed. A detailed explanation of the "My Progress" screen can be viewed in the "Understanding the "My Progress" Screen" video tutorial.

The "My Progress" screen also allows you to see how your credits would apply to a different degree program, and how close you are to completing that degree. You can use the "View a New Program" tab to perform this function. A detailed look at the "View a New Program" function can be viewed in the "Using the "What If" Function" video tutorial.

CLICK PLAN AND SCHEDULE AND TAB BACK TO FALL 2015

The "Plan and Schedule" tab will bring you to a semester by semester view of your completed, registered and planned courses.

You can see that this student's first semester was Fall 2015, and the courses he took that semester appear as complete.

You can click through to find current and future semesters.

CLICK ARROW

For this student, Spring 2016 is the current semester, so you can see his courses are Registered and in progress.

Detailed instructions on how to plan courses, add courses to your schedule, and register for courses can be found in the video tutorial library at go.ocean.edu/studentplanning.

CLICK TIMELINE

The timeline view is a semester by semester snap shot of completed, registered and planned courses.

SCROLL THROUGH SEMESTERS

You can see the completed courses display with the grade, registered courses appear with a check and planned courses appear in a darker gray.

CLICK ADVISING

On the Advising tab, you will be able to read any notes left by your advisor. Your advisor might remind you take a specific course, encourage you to come in for advising, or send you information about your schedule.

CLICK COURSE CATALOG

The Course Catalog tab allows you to look up courses in the online catalog.

You can also search for a specific course by entering the course and number in the search bar.

SEARCH FOR CRIM 150

Or you can view all the courses in a subject area.

CLICK CRIM

RETURN TO MY PROGRESS SCREEN

This has been an overview of Student Planning for students. Please view additional video tutorials to learn how to understand the my progress screen, use the what-if function, and understand how to plan and register for courses via Student Planning.

You will also find print resources, including a comprehensive Student Planning manual for students, a Step by Step guide to planning and registering for courses, and a Troubleshooting Guide containing frequently asked questions at go.ocean.edu/studentplanning.