OSU launched Scheduler, a program that works directly with the Schedule of Classes to help you determine a class schedule that works for you!

The interface looks just like the Schedule of Classes:
To use the Scheduler function, you will need to be signed into your OSU account. If you are not already signed in, you can do so at the top of the Schedule of Classes https://classes.oregonstate.edu/:

This will take you to the login screen where you will enter your username and password (ONID). DUO is required.

To Logout, close your browser or click logout.
Search with the same parameters you would on the Schedule of Classes. You can narrow your search by typing in the title, subject, instructor, or a keyword. Use an asterisk (*) in the search box as a wild card. For example, Math* will find everything that starts with “Math”, *Math everything that ends with “MATH”, and *Math* everything that contains “Math”. The Scheduler searches the subject code, course title, and course description. You can also search by subject, level, and campus.
You may also search with more advanced filters:

**ADVANCED SEARCH**

- Honors Course
- Exclude Times

- Any Course Materials
- Any Schedule Type
- Any Open and Full Classes
- Any Session
- Any Credits
- Any Liberal Arts Core

**Baccalaureate Core**

- Perspectives – Biological Sciences
- Perspectives – Biological Sciences Attached Lecture
- Perspectives – Cultural Diversity
- Perspectives – Difference, Power, and Discrimination
- Perspectives – Literature and the Arts
- Perspectives – Physical Science
- Perspectives – Physical Science Attached Lecture
If you want to block out certain times where you cannot or do not wish to take classes, you can add time exclusions:

Click “Edit” next to “Exclude Times” to add in blocks of time you do not want to be scheduled. Be sure to check the ‘Exclude Times’ box if you wish to remove classes that occur during the times you restrict. To remove excluded times that you have selected choose “Deselect” and click/drag on those times.
<table>
<thead>
<tr>
<th>8am</th>
<th>9am</th>
<th>10am</th>
<th>11am</th>
<th>noon</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Tue</td>
<td>Wed</td>
<td>Thu</td>
<td>Fri</td>
</tr>
<tr>
<td></td>
<td></td>
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<tr>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

Exclude the following times:
- Mon 8am-9am
- Tue noon-1pm
- Wed 8am-9am
- Thu noon-1pm
- Fri 8am-9am

Title, Subject, Instructor or Keyword
- Fall 2019
- BI - Biology
- Any Level
- Convalls

SEARCH

Cart

PRIMARY CART

ADVANCED SEARCH
- Honors Course
- Exclude the Following Times
- Any Course Materials
- Any Schedule Type
- Any Open and Full Classes
- Any Session
- Any Credits

DESELECT
SELECT
CLEAR ALL
DONE
Adding courses to your Primary cart:

HST 102 - HISTORY OF WESTERN CIVILIZATION
Term: Fall 2019

<table>
<thead>
<tr>
<th>CRN</th>
<th>Section #</th>
<th>Type</th>
<th>Meets</th>
<th>Campus</th>
<th>Max Enrl</th>
<th>Actual Enrl</th>
</tr>
</thead>
<tbody>
<tr>
<td>15050</td>
<td>002</td>
<td>Lecture</td>
<td>TTh 2-3:50p</td>
<td>Corvallis</td>
<td>53</td>
<td>0</td>
</tr>
</tbody>
</table>

Department Contact(s):
- David Bishop, 541-737-8918, david.bishop@oregonstate.edu, 322B米尔
- Neil Browne, Cascades, 541-322-3129, neil.browne@osucascades.edu. (courses at Cascades campus in Bend only)
You can also create different carts for different scenarios:
Select a secondary cart to view below “Primary Cart”:
If you have already taken the course, you will see this indicated with a green check mark in both your search results and in the Important Notes section of the course:
If there is something that would prevent you from registering for a course, you will see a warning message before you add the class to your cart.
If you are currently registered for a course, you will see this indicated with a black check mark in both your search results and in the Important Notes section of the course:
If there are conflicts in your schedule, the Cart Contents panel tells you what conflicts exist. Examples included below show a hold preventing registration, the need to add a linked course for a recitation, and a time conflict with another course:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Conflicts</th>
</tr>
</thead>
<tbody>
<tr>
<td>BI 231</td>
<td>INTRODUCTION TO HUMAN ANATOMY AND PHYSIOLOGY</td>
<td>Hold prevents enrollment</td>
</tr>
<tr>
<td>CH 231</td>
<td>GENERAL CHEMISTRY</td>
<td>Linked course required (Recitation)</td>
</tr>
<tr>
<td>HST 106</td>
<td>*WORLD HISTORY III: THE MODERN AND CONTEMPORARY WORLD</td>
<td>Time conflict with CRN 16717</td>
</tr>
</tbody>
</table>
When you see conflicts with other courses, you may click ‘Arrange’ and Scheduler will show you other options to add to your cart. It will also allow you to filter out those that fall in your excluded times and to filter out those classes with no open seats:

<table>
<thead>
<tr>
<th>Cart Contents</th>
<th>Other Cart Options</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BI 231</strong> INTRODUCTION TO HUMAN ANATOMY AND PHYSIOLOGY</td>
<td><strong>Change CH 231 Lecture</strong></td>
</tr>
<tr>
<td><strong>CH 231</strong> GENERAL CHEMISTRY</td>
<td><strong>Change CH 231 Lecture To CH 231 Online</strong></td>
</tr>
<tr>
<td><strong>HST 106</strong> WORLD HISTORY III: THE MODERN AND CONTEMPORARY WORLD</td>
<td><strong>Change CH 231 Lecture To CH 231 Recitation</strong></td>
</tr>
</tbody>
</table>

**CH 231** A (007) MWF 3-3:50p; Th 8:30-9:50p
**CH 231** A (005) MWF 1-1:50p; Th 8:30-9:50p
**CH 231** A (001) MWF 8-8:50a; Th 8:30-9:50p
**CH 231** A (001) MWF 1-1:50p; Th 8:30-9:50p
**CH 231** A (006) MWF 2-2:50p; Th 8:30-9:50p
**CH 231** A (004) MWF 11-11:50a; Th 8:30-9:50p
**CH 231** A (002) MWF 9-9:50a
**CH 231** A (008) MWF 10-10:50a; Th...
When you click a class from the ‘Other Cart Options,’ you will see a plus sign next to the class you selected and a minus sign next to the class that will be replaced by your new selection:
When you click ‘Accept New Cart,’ you will see a confirmation screen informing you of the changes that will occur:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Issues</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>BI 231</td>
<td>INTRODUCTION TO HUMAN ANATOMY AND PHYSIOLOGY</td>
<td>Student has a hold that prevents enrollment</td>
<td></td>
</tr>
<tr>
<td>CH 231</td>
<td>GENERAL CHEMISTRY</td>
<td>Linked course required (Recitation)</td>
<td>Link to course required for registration</td>
</tr>
<tr>
<td>CH 231</td>
<td>GENERAL CHEMISTRY</td>
<td>Registration status code not valid for reg. date</td>
<td>Course will be added to your cart</td>
</tr>
<tr>
<td>HST 106</td>
<td>WORLD HISTORY III: THE MODERN AND CONTEMPORARY WORLD</td>
<td>Registration status code not valid for reg. date</td>
<td></td>
</tr>
</tbody>
</table>

Cart: Primary (Fall 2019)
- CH 231 section 004 in Fall 2019 will be added to your cart
- CH 231 section 003 in Fall 2019 will be removed from your cart
Once your registration time opens, go to Scheduler and submit your registration cart. This will direct you Online Services where you will enter your registration PIN (if applicable). You will then see the CRN(s) of the classes from your cart populated into the Add Classes Worksheet. Submit your changes in Online Services to register.
Enter your registration PIN if applicable

**Registration PIN Verification**

Please enter your Registration Personal Identification Number (PIN) for verification then press the "Submit PIN" button.

If you do not know your Registration PIN, then you need to contact your advisor.

**Enter Registration PIN for Summer 2020:**

Submit

The CRN(s) from your Scheduler cart will be added to the Add/Drop Classes Worksheet. Click Submit Changes to register.
You are now registered for classes.

Current Schedule

<table>
<thead>
<tr>
<th>Status</th>
<th>Act</th>
<th>CRN</th>
<th>Subj</th>
<th>Crs</th>
<th>Sec Level</th>
<th>Cred</th>
<th>Grade Mode</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Web Registered</strong></td>
<td>None</td>
<td>70251</td>
<td>ENG</td>
<td>104</td>
<td>002  Undergraduate</td>
<td>3.00</td>
<td>Normal</td>
<td>*INTRO TO LITERATURE: FICTION</td>
</tr>
<tr>
<td>on Jun 04, 2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Web Registered</strong></td>
<td>None</td>
<td>77919</td>
<td>PAC</td>
<td>102</td>
<td>005  Undergraduate</td>
<td>1.00</td>
<td>Normal</td>
<td>AQUA AEROBICS</td>
</tr>
<tr>
<td>on Jun 04, 2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Web Registered</strong></td>
<td>None</td>
<td>78687</td>
<td>AEC</td>
<td>121</td>
<td>001  Undergraduate</td>
<td>1.00</td>
<td>Normal</td>
<td>DISCOVER AG &amp; RES ECONOMICS</td>
</tr>
<tr>
<td>on Jun 04, 2020</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Credit Hours: 5.00
Minimum Hours:    0.000
Maximum Hours:    16.000
Date:             Jun 04, 2020 11:36 am
For closed sections in your cart with an available waitlist, you will be able to add to the waitlist from Online Services after submitting your schedule.

**Cart Contents**

WGSS 262  *INTRODUCTION TO QUEER STUDIES

Closed - 0 Waitlisted

- 400

Staff

Change the Action to Waitlist

You are now waitlisted for the class. For more information about waitlisting classes go to [https://registrar.oregonstate.edu/waitlisting-courses](https://registrar.oregonstate.edu/waitlisting-courses).
<table>
<thead>
<tr>
<th>Status</th>
<th>Action</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse Sec Level</th>
<th>Cred</th>
<th>Grade Mode</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Web Registered</strong></td>
<td>None</td>
<td>77412</td>
<td>ENG</td>
<td>107 001 Undergraduate</td>
<td>3.000</td>
<td>Normal Grading Mode</td>
<td>*INTRODUCTION TO CREATIVE NONFICTION</td>
</tr>
<tr>
<td>on Jun 26, 2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Web Registered</strong></td>
<td>None</td>
<td>75574</td>
<td>GEO</td>
<td>101 E-Campus Undergraduate Course</td>
<td>4.000</td>
<td>Normal Grading Mode</td>
<td>*THE SOLID EARTH</td>
</tr>
<tr>
<td>on Jun 26, 2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Waitlist [1]</td>
<td></td>
<td>77046</td>
<td>WGSS</td>
<td>262 400 E-Campus Undergraduate Course</td>
<td>0.000</td>
<td>Normal Grading Mode</td>
<td>*INTRODUCTION TO QUEER STUDIES</td>
</tr>
<tr>
<td>on Jun 26, 2020</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>