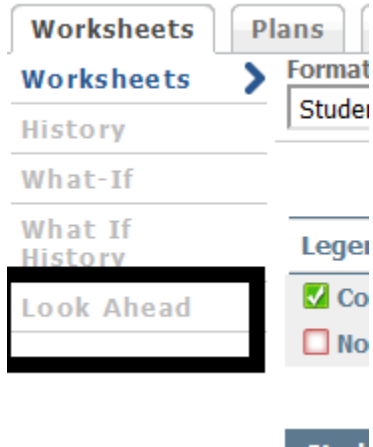


# How to use Look Ahead

The Look Ahead function will allow you to see courses you intend to enroll in and where they may be used on your worksheet.

1. Click the "Look Ahead" button on the left top side of the screen



2. Several boxes will display. In the two small boxes, you will enter in the course discipline and number that you would like to use in your scenario. The larger box will list the courses you have entered.

A screenshot of the 'Look Ahead' form. At the top, there is a 'Format:' label, a dropdown menu set to 'Student View', and a 'Process New' button. Below this is a dark blue header bar with the text 'Look Ahead'. Underneath the header is a blue box containing the following text: 'To see an audit SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS, use the form below to enter the code and of each anticipated course. Once you have created your list of courses, click on the Process New button.' Below the blue box, the form is divided into two sections. The left section is titled 'Enter a course and click Add Course' and contains two empty text input boxes, a 'Find' icon (magnifying glass over a document), and an 'Add Course' button. The right section is titled 'Courses you are considering' and contains a large empty list box with a vertical scrollbar and a 'Remove Course' button at the bottom.


3. The top of the two small boxes is where you will enter in the courses discipline. All discipline codes must include a period (".") at the end. Some examples are **AFST. BIOL. HIST.**

Format: Student View

**Look Ahead**

To see an audit **SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS**, use the form below to enter the code and of each anticipated course. Once you have created your list of courses, click on the Process New button.

Enter a course and click Add Course Courses you are considering



**Enter the courses discipline. All discipline codes must include a period (".") at the end as it is part of the code.**

Some examples are: **AFST. BIOL. HIST.**


4. The bottom box is where you will enter the course number - such as 1010, 2210, 3006W, 7100T.

Format: Student View

**Look Ahead**

To see an audit **SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS**, use the form below to enter the code and of each anticipated course. Once you have created your list of courses, click on the Process New button.

Enter a course and click Add Course Courses you are considering




**Enter the course number, such as 1010, 2210, 3006W, 7100T.**

5. Click the "Add Course" button to add your course, and it will move over into the larger box. Repeat steps 3 and 4 to add as many courses as you would like to use in your scenario.

Format:

**Look Ahead**  
To see an audit **SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS**, use the form below to enter the code and of each anticipated course. Once you have created your list of courses, click on the Process New button.

Enter a course and click Add Course



Courses you are considering

Format:

**Look Ahead**  
To see an audit **SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS**, use the form below to enter the code and of each anticipated course. Once you have created your list of courses, click on the Process New button.

Enter a course and click Add Course

Courses you are considering


6. If you made a mistake and want to remove a course, click on the course in the large box and then hit the “Remove Course” button below the box.

Format:

**Look Ahead**

To see an audit **SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS**, use the form below to enter the code and of each anticipated course. Once you have created your list of courses, click on the Process New button.

Enter a course and click Add Course

Find 

Courses you are considering

HIST. 3401
BIOL. 1010
MJSC. 1330

7. After you have entered in all of your courses, click the “Process New” button to run your look ahead scenario. It will apply the courses on the worksheet where they are applicable towards your program of study. The courses will appear as “Plan.”

Format:

**Look Ahead**

To see an audit **SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS**, use the form below to enter the code and of each anticipated course. Once you have created your list of courses, click on the Process New button.

Enter a course and click Add Course

Find 

Courses you are considering

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Pathways-General Education Requirements		Catalog Year: 2018-2019 Undergrad	Credits Required: 30
Unmet conditions for this set of requirements: 24 Credits needed			Credits Applied: 6
<b>REQUIRED COMMON CORE</b>			
<input type="checkbox"/> English Composition I	Still Needed:	1 Class in ENGL. 1010	
<input type="checkbox"/> English Composition II	Still Needed:	1 Class in ENGL. 1012	
<input type="checkbox"/> Mathematical and Quantitative Reasoning	Still Needed:	Choose from 1 of the following:	
<input type="checkbox"/> 3 credits in Mathematical & Quantitative Reasoning		( 1 Class in MATH. 1311 or 1011 or 1201 or 1501 or EESC. 3800 or ECON. 3400 or BUSN. 3400 or PSYC. 3400 or CISC. 1001 or 1002 or PHIL. 2200 ) or	
<input type="checkbox"/> 2 classes in Mathematical & Quantitative Reasoning		( 2 Classes in MATH. 1021 or 1026 or 1401 additionally you need a minimum of 1 Classes from MATH. 1021 )	
<input checked="" type="checkbox"/> Life and Physical Sciences	BIOL. 1010	Biology for Today's World	PLAN (3) Planned Term
<b>FLEXIBLE COMMON CORE</b>			
<input type="checkbox"/> World Cultures and Global Issues	Still Needed:	1 Class in CLAS. 1110 or 3245 or 2104 or HIST. 3005 or ENGL. 2009 or 2004 or 2008 or 2007 or JUST. 2545 or ANTH. 1105 or ARTD. 1035 or 3134 or PRIS. 3105 or AFST. 3135	
<input checked="" type="checkbox"/> U.S. Experience in Its Diversity	HIST. 3401	American Pluralism to 1877	PLAN (3) Planned Term
<input type="checkbox"/> Creative Expression (1st class)	Still Needed:	1 Class in ARTD. 1010 or MCHC. 1001 or MUSC. 1300 or 1400	

8. Courses entered incorrectly will display in a "Not Counted" section. Return to the Look Ahead page and re-enter the course with the correct discipline and/or number.

Not Counted			Credits Applied: 0
MUSC. 1330	-Course not found in system-	Invalid course	PLAN 0 Planned Term