

# VISUAL SCHEDULE BUILDER

---

CREATED BY: KATIE CROFT



# FIRST STEPS

---

- Go to [www.Valdosta.edu](http://www.Valdosta.edu), and click MyVsU in the top right.
- Login into your MyVSU account.
- On the next page at the bottom right hand side, click on the word Banner.
- Click on the words registration menu if not already selected and scroll down and click on the words Visual Schedule Builder.

- Click on select courses and then choose the semester which you want to build a schedule for
- In select course, you can type in the CRN, course name, and/or an instructor to find the course you are searching for

The screenshot shows the Valdosta State University Visual Schedule Builder interface. The top navigation bar is red with the university name on the left and the user name 'Katie Croft' on the right. Below this is a dark grey bar with 'SELECT COURSES' and 'RESULTS' tabs. The main content area is white and contains several interactive elements: a 'Term' selector with radio buttons for Spring 2020, Summer 2020, and Fall 2020; 'Campuses: All (22) Select...' and 'Instructional Methods: All Select...' filters; a 'Select Course' search box with a 'Select' button; and three utility buttons: 'Start Over', 'Increase Accessibility', and 'Import from My Planner' with a dropdown menu currently set to '(No term selected)'. On the right side of the interface, a large blue 'Welcome' heading is followed by a personalized message: 'Hi, Katie Croft. This software will help you find your optimal schedule. To begin, choose a Term and select courses on the left.' The footer of the page is a dark grey bar with copyright information and links for Privacy, Security, Accessibility, and Terms of Use.

Valdosta State University

Visual Schedule Builder

Katie Croft

SELECT COURSES RESULTS

Term:  Spring 2020  Summer 2020  Fall 2020

Campuses: All (22) Select...

Instructional Methods: All Select...

Select Course Course Number, Title, Instructor... Select

Start Over Increase Accessibility

Import from My Planner: (No term selected) v


# Welcome


Hi, Katie Croft. This software will help you find your optimal schedule.  
To begin, choose a Term and select courses on the left.

© 2020 Valdosta State University | Privacy | Security | Accessibility | Terms of Use


- 
- The Visual Schedule Builder can also give you helpful tips throughout such as this one

RESULTS

 TIP #1/4

 **Click and drag** to indicate when you do not want to have classes.  
Schedules that avoid these times will be prioritized.

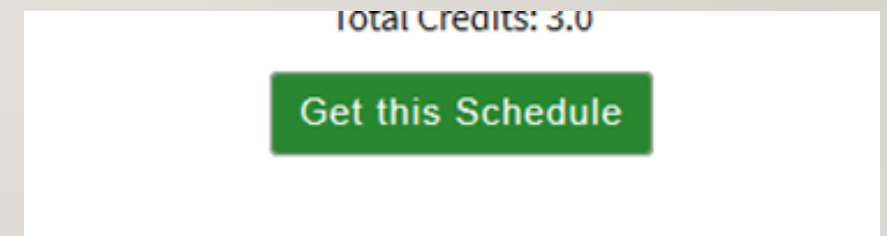
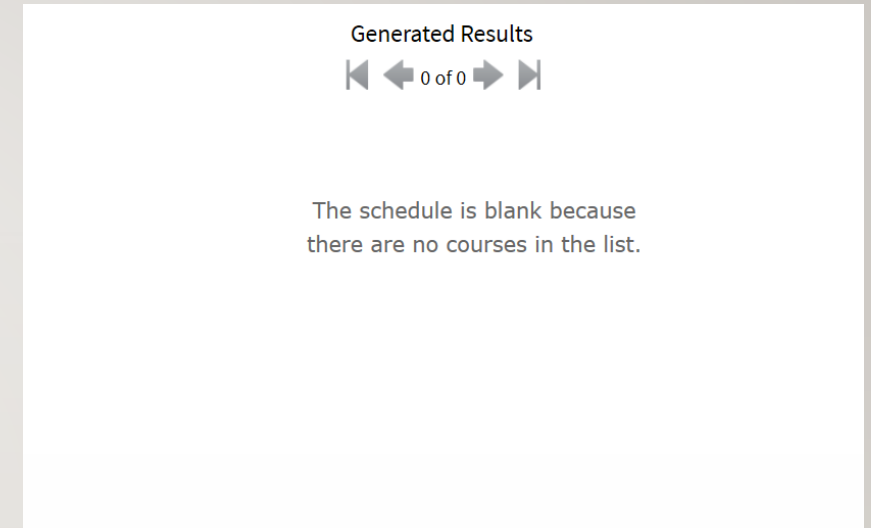
Wed	Thu
	COMM 217 Lec A



Sort p

- 
- Any courses you add will be displayed here and will give you a visual schedule:

- When satisfied with your schedule and courses, click “get this schedule”



- 
- Click on “do actions” next. If there are any issues with the class, it will be displayed here, and it will also confirm if you are registered on this screen as well.