

Automatic Course Scheduler

User Manual

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Introduction:

Welcome to the Automatic Course Scheduler, this program will automatically create schedules for SUNY Oswego undergraduate and graduate students. This program creates a series of possible schedules based on some constraints that you give the scheduler. The scheduler then automatically checks for open courses and arranges them into several schedule so that you may find the ideal arrangement of courses.

WARNING: Use of the Automatic Course Scheduler does not constitute electronic advisement. This program is intended to plan out schedules, not register you for the courses or offer suggestions. Use of this program is not covered under the Oswego Guarantee.

Creating a schedule:

Intro Screen:

First, using your web browser, navigate to the Course Scheduler. The introductory screen with prompt you to enter a term that you are building a schedule for, and your current academic standing based on semesters (see Appendix 1 for a detailed breakdown of academic standing). Figure 1 below, shows the intro screen.

Figure 1. Intro Screen

- Select the appropriate choices from the drop down menus.

- Once you have selected a term, and academic standing, press the button **Next** and you will be automatically transferred to the preferences screen.

Preferences Screen:

After selecting the term and standing, you are automatically navigated to the preferences screen. This is the main interface of the course scheduler, in which you will be inputting a series of preferences (or courses) that you want your ideal schedule to include or leave out. Figure 2 below shows the preferences screen.

Figure 2. Preferences Screen

About preferences:

The preferences screen is where you input the courses, or constraints you want to impose on a schedule. These constraints are then used to make multiple possible schedules that you will be able to choose from.

- To prepare a schedule, toggle one preference and click the add button adjacent to it. This will add a “rule” to the scheduler, telling it one way in which to shape the schedule. To add more constraints, simply toggle another rule and click **Add**.
- After you enter a preference, a rating scale of 1 to 5 will display. Five is higher (more important) than 1 (less important). This scale tells the scheduler if one of your requirements is more or less important than another. Click on the radio button next to the number to select an importance.

- You may enter as few or as many preferences as you want. The more preferences you add, the more defined the schedule will be. The following section covers each preference in greater detail.
- Once you have selected all the desired preferences, press the **Generate** button. This navigates you to the schedule viewing screen. It may take up to thirty seconds for the schedules to generate.

IMPORTANT: Add ALL of the preferences you want BEFORE hitting the generate button. Once generate is clicked, the automatic course scheduler will begin generating schedules based on the inputted preferences.

Using Preferences:

Include Gen Ed. Course.

Writing
 ENG-102 Composition II

Include GenEd Course:

This preference allows your to add a general education course to your schedule.

- To add a gen. ed. select the gen. ed. category desired from the drop down menu. Each category has a series of courses that fulfill that general education requirement.
- Next to each of the individual courses is a check box. Select all that interest you and ONE of them will be added to your schedule based on which of the selected is the best fit.
- When you have finished selecting the check boxes, click the **Add** button to add the courses to your schedule.

NOTE: Every time a new general education category is selected from the drop down menu, any un-added checked courses will be lost. To prevent this from happening, press **Add** after you have finished making selections within each category.

Include/Exclude Course:

Include Course: -

Exclude Course: -

These preferences tell the scheduler to make sure that a specific course is put into your schedule, or kept out of it.

- To include or exclude a course, type the department code (i.e. CSC) into the first box, and the course number (i.e. 212) into the second box. This will tell the scheduler to include/exclude CSC-212.
- After you have typed the course into the text boxes, select the **Add** button.

Class time:

No Classes Before:

No Classes After:

These preferences are used to set a minimum or maximum time of day in which you want your courses to be.

- If you do not want a course before or after a specific time, select that time from the drop down menu and click the **Add** button.

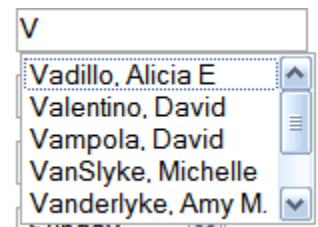
Include/Exclude Professor:

Include Professor:

Exclude Professor:


These preferences are used to make sure your schedule either has at least one course with a specific professor, or that a professor will not be included in any of your classes.

- To include or exclude a professor, click in the text box and begin typing the professor's last name.
- As you type, a box will display with all of the professors whose names start with the letters you have typed. Either finish typing the name, or select it from the displayed list.
- After the name is entered, select the **Add** button.
- Professor input field showing the drop down menu listing all the professors whose last name starts with the letter V.




Include/Exclude day:

Include Day:

Sunday 

Exclude Day:


Sunday 

These preferences let you specify a specific day in which you must have courses, or in which courses cannot be on. The default is to allow courses to be included on any day, Monday through Friday.

- If you wish to specifically exclude a day, select the day from the drop down menu.
- After you have selected a day to exclude, click [Add](#).

Exclude Department:

Exclude Dept:


Accounting, Finance and Law 

If you are using the Automatic Course Scheduler to generate a schedule that contains random courses, this preference will make it possible to exclude all courses from a specific department.

- To exclude a department, select the department from the drop down menu.
- After you have selected a day to exclude, click [Add](#).

Exclude Building:

Exclude Building:

Lanigan Hall 

This can be useful if all of your classes on are one end of campus and you need a gen. ed. but want to make sure it is on the same side of campus as the rest of your courses.

- To exclude courses associated with a specific building, select the building from the drop down menu.
- After you have selected a day to exclude, click [Add](#).

Once you have selected all the desired preferences, press the [Generate](#) button. This navigates you to the schedule viewing screen. It may take up to thirty seconds for the schedules to generate.

Schedule Screen:

After selecting your scheduling preferences and clicking the generate button, you will be automatically navigated to the schedule screen. It may take up to thirty seconds for your schedules to be developed. Once your schedules have been developed, they will be displayed in time blocked form as seen in Figure 3.

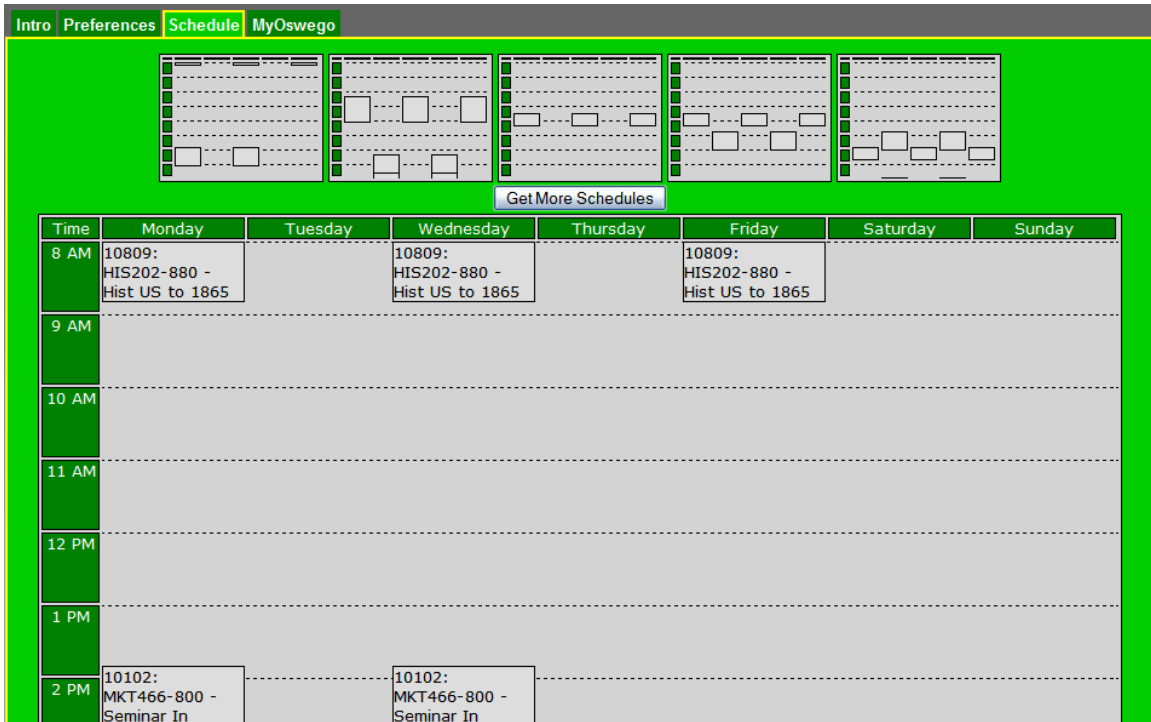


Figure 3. Schedule Display Screen.

Viewing your schedules:

The schedule that best fits your inputted preferences is displayed first when the screen is presented. At the top of the screen are five other schedules that have been generated in case the first schedule is not ideal. If none of these schedules are desirable, either click on [Get More Schedules](#) to generate six more schedules, or click on the “Preferences” tab at the top of the screen to return to the preferences window and modify your preferences.

Appendix:

Appendix 1. Academic Standings defined.

Semesters attended	Standing
0	Not enrolled (or entering freshmen)
1-2	Freshmen
3-4	Sophomore
5-6	Junior
7-8	Senior
8+	Senior or Not Applicable

FAQ:

- Q: I need a course with a lab, will it automatically insert the lab along with the course?
- A: Yes, the course scheduler will identify when a lab is associated with a course and it will attempt to pick a lab that best fits around your other courses and has seats remaining.
- Q: I know every course that I am taking, why do I need your schedule generator?
- A: If there are multiple sections of your courses, you may input each course that you need and the automatic course scheduler will create multiple schedules with the courses arranged in different sections and times. This way, you can see which sections work best for you.
- Q: Why do I have to give a preference a rating? If I put it in, then I want it!
- A: This is because some preferences might be more important to you than others. For example you might want to have no classes on Fridays, but you also might need a specific course to graduate. The scheduler will try to find a section of that course that is NOT on Friday, but if it cannot then it would decide on either giving you no course of Fridays, or the specific course. Depending on whichever was given a higher rank.