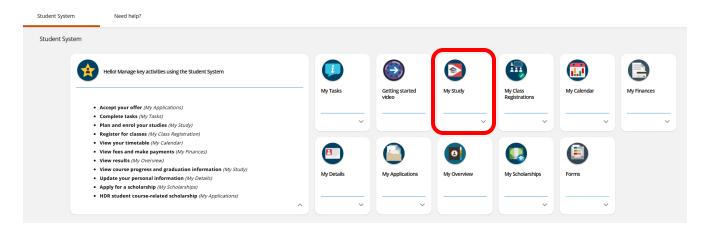
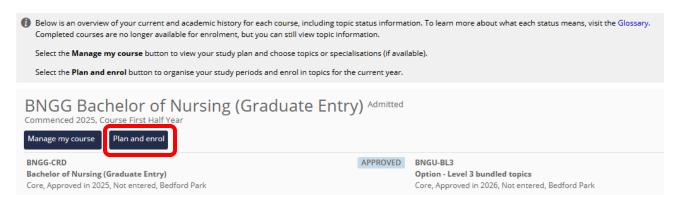


#### From the home screen navigate to the My Study tile.



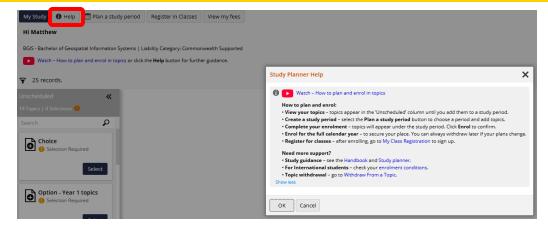
#### Students in multiple degrees select "Plan and enrol" for the appropriate degree.

#### Courses



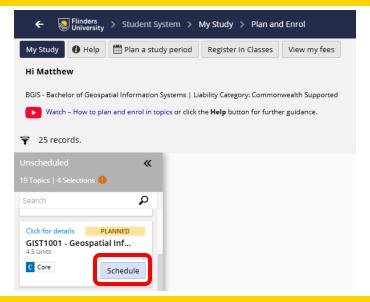
Note: Students who are only admitted or offered into one degree will be sent directly to the Manage my Course page and will need to select "Plan and enrol" on the top left of the screen.

The first time this is opened the "Help" dialogue box will appear. This can be reopened at any time using the "Help" button.

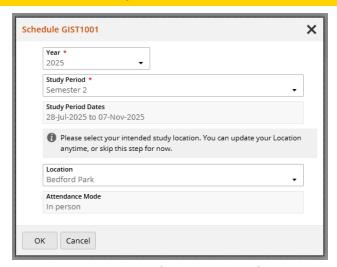




Schedule a topic by selecting the "Schedule" button on the appropriate topic in the "Unscheduled" column.

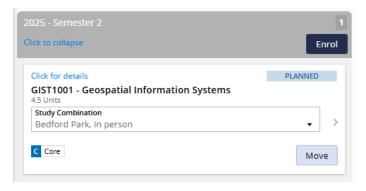


Enter the preferred details for the topic.



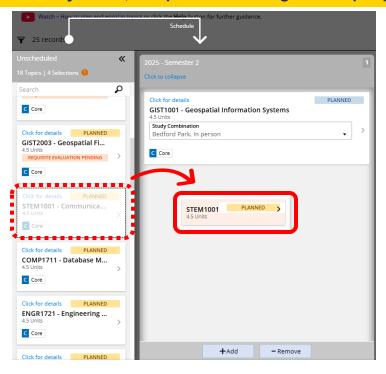
Note: It is only possible to select topics from the confirmed year/ study period

The topic will appear in the relevant semester.

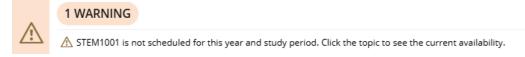




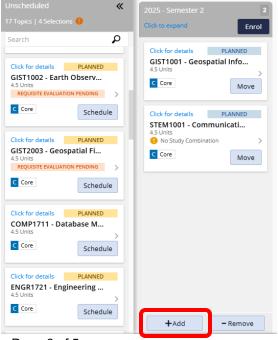
If the study period already exists, it is possible to drag and drop topics.



Note: If a topic is dragged to a study period where the availability is not confirmed it will provide the below error.



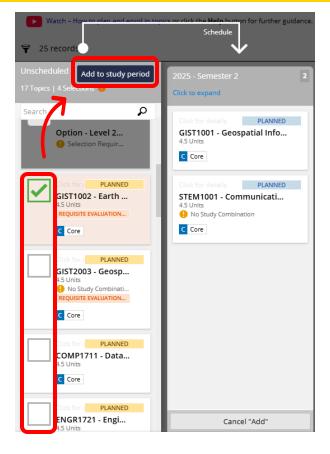
If the study period already exists, it is also possible to use the "Add" function.



Page 3 of 5

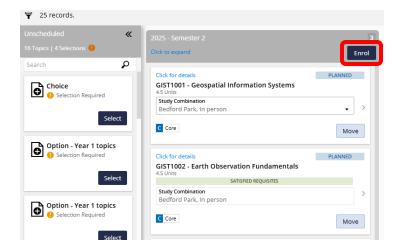


Select the topics to be added.



Note: It is only possible to select topics from the confirmed year/ study period

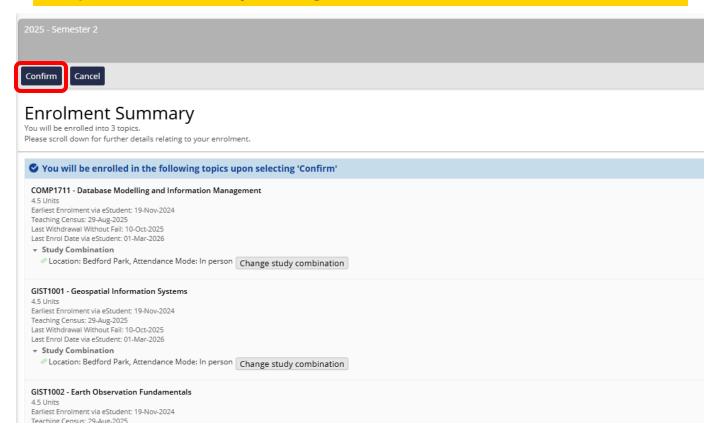
The topics will now appear in the appropriate semester in the Plan and enrol screen. To enrol in the topics, select "Enrol".



Note: Study combination (location and attendance mode) can be changed in this section by using the study combination menu on each topic.



#### Complete the enrolment by selecting "Confirm".



#### A notification will appear confirming enrolment and topics will show as enrolled.





