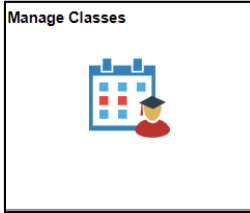
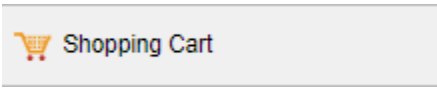
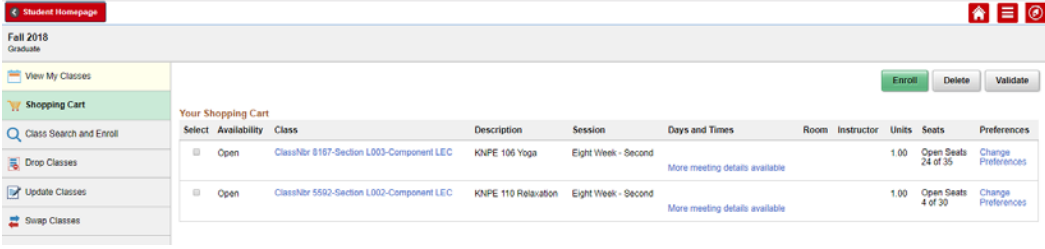


Shopping Cart via Manage Classes

| Step | Action |
|------|--|
| 1. | Click the Manage Classes tile within the MyNIU Student system.  |
| 2. | Choose Shopping Cart from the left menu.  |
| 3. | You can Enroll, Delete, or Validate for one or more classes in your Shopping Cart. Select the class(es) you wish to take action on. The blue link-Change Preferences-allows you to enter a permission number, change credit hours if the class is variable credit, etc.  |
| 4. | Once you select the class section(s), choose either: <ul style="list-style-type: none"> • Enroll – to register • Delete – to remove the items from the Shopping Cart • Validate – to check if you meet the prerequisites, don't have a time conflict, etc. Important – all selected class sections will be acted upon. |

| Step | Action | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------------------------------|--|--|---------------------|---------------------|----------------|---------|----------------|-------|---------------------|--------------------|-------|-------------|-------------------------------------|------|--|---------------|---------------------|--|--|--|------|---------------------|--------------------|-------------------------------------|------|--|---------------------|---------------------|--|--|--|------|--------------------|--------------------|
| 5. | <p>To validate, click Validate.</p> <div data-bbox="370 321 516 380" style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p style="text-align: center; background-color: #ccc;">Validate</p> </div> <p>If ok to add your class schedule, a green checkmark will display. Note that you must go back to the shopping cart to Enroll in the class(es).</p> <div data-bbox="370 541 1398 663" style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p>✓ KNPE 110 - Relaxation Okay to Add to Class Schedule.</p> <p>✓ KNPE 106 - Yoga Okay to Add to Class Schedule.</p> </div> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. | <p>To Register for the selected class(es), click Enroll.</p> <div data-bbox="378 772 505 831" style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p style="text-align: center; background-color: #4CAF50; color: white;">Enroll</p> </div> <div data-bbox="363 871 1406 1089" style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p>Fall 2018 Graduate</p> <p style="text-align: right;">Enroll Delete Validate</p> <p>Your Shopping Cart</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Select</th> <th>Availability</th> <th>Class</th> <th>Description</th> <th>Session</th> <th>Days and Times</th> <th>Room</th> <th>Instructor</th> <th>Units</th> <th>Seats</th> <th>Preferences</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>Open</td> <td>ClassNbr 8167-Section L003-Component LEC</td> <td>KNPE 106 Yoga</td> <td>Eight Week - Second</td> <td></td> <td></td> <td></td> <td>1.00</td> <td>Open Seats 24 of 35</td> <td>Change Preferences</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Open</td> <td>ClassNbr 5592-Section L002-Component LEC</td> <td>KNPE 110 Relaxation</td> <td>Eight Week - Second</td> <td></td> <td></td> <td></td> <td>1.00</td> <td>Open Seats 4 of 30</td> <td>Change Preferences</td> </tr> </tbody> </table> </div> | Select | Availability | Class | Description | Session | Days and Times | Room | Instructor | Units | Seats | Preferences | <input checked="" type="checkbox"/> | Open | ClassNbr 8167-Section L003-Component LEC | KNPE 106 Yoga | Eight Week - Second | | | | 1.00 | Open Seats 24 of 35 | Change Preferences | <input checked="" type="checkbox"/> | Open | ClassNbr 5592-Section L002-Component LEC | KNPE 110 Relaxation | Eight Week - Second | | | | 1.00 | Open Seats 4 of 30 | Change Preferences |
| Select | Availability | Class | Description | Session | Days and Times | Room | Instructor | Units | Seats | Preferences | | | | | | | | | | | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> | Open | ClassNbr 8167-Section L003-Component LEC | KNPE 106 Yoga | Eight Week - Second | | | | 1.00 | Open Seats 24 of 35 | Change Preferences | | | | | | | | | | | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> | Open | ClassNbr 5592-Section L002-Component LEC | KNPE 110 Relaxation | Eight Week - Second | | | | 1.00 | Open Seats 4 of 30 | Change Preferences | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. | <p>Confirmation</p> <p>To complete the registration into the class(es), Click Yes. To abandon the registration into the class(es), Click No.</p> <div data-bbox="363 1251 1406 1570" style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p>← Student Homepage</p> <p>Fall 2018 Graduate</p> <p style="text-align: right;">Enroll Delete Validate</p> <p>Your Shopping Cart</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Select</th> <th>Availability</th> <th>Class</th> <th>Description</th> <th>Session</th> <th>Days and Times</th> <th>Room</th> <th>Instructor</th> <th>Units</th> <th>Seats</th> <th>Preferences</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>Open</td> <td>ClassNbr 8167-Section L003-Component LEC</td> <td>KNPE 106 Yoga</td> <td>Eight Week - Second</td> <td></td> <td></td> <td></td> <td>1.00</td> <td>Open Seats 24 of 35</td> <td>Change Preferences</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Open</td> <td>ClassNbr 5592-Section L002-Component LEC</td> <td>KNPE 110 Relaxation</td> <td>Eight Week - Second</td> <td></td> <td></td> <td></td> <td>1.00</td> <td>Open Seats 4 of 30</td> <td>Change Preferences</td> </tr> </tbody> </table> <div data-bbox="773 1486 980 1549" style="border: 1px solid gray; padding: 5px; margin: 10px auto; width: fit-content;"> <p style="text-align: center; font-size: small;">Are you sure you want to enroll?</p> <p style="text-align: center;"> <input type="button" value="Yes"/> <input type="button" value="No"/> </p> </div> </div> | Select | Availability | Class | Description | Session | Days and Times | Room | Instructor | Units | Seats | Preferences | <input checked="" type="checkbox"/> | Open | ClassNbr 8167-Section L003-Component LEC | KNPE 106 Yoga | Eight Week - Second | | | | 1.00 | Open Seats 24 of 35 | Change Preferences | <input checked="" type="checkbox"/> | Open | ClassNbr 5592-Section L002-Component LEC | KNPE 110 Relaxation | Eight Week - Second | | | | 1.00 | Open Seats 4 of 30 | Change Preferences |
| Select | Availability | Class | Description | Session | Days and Times | Room | Instructor | Units | Seats | Preferences | | | | | | | | | | | | | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> | Open | ClassNbr 8167-Section L003-Component LEC | KNPE 106 Yoga | Eight Week - Second | | | | 1.00 | Open Seats 24 of 35 | Change Preferences | | | | | | | | | | | | | | | | | | | | | | | | |
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| Step | Action |
|------|--|
| 8. | <p>Confirmation</p> <p>If the enrollment or addition to your cart was successful, you will receive a message with a green checkmark. If something went wrong--the class was full, the class required permission, you didn't meet the prerequisites, there's a time conflict, you have a registration hold, etc.--you will receive a message with a red X.</p> <div data-bbox="386 512 1382 632"><p>✓ KNPE 106 - Yoga This class has been added to your schedule.</p></div> <div data-bbox="386 648 1382 768"><p>✓ KNPE 110 - Relaxation This class has been added to your schedule.</p></div> |
| 9. | You have completed the Shopping Cart via Manage Classes. |