How to view your GPS and GPS Plan

STEP 1: Log into Flashline -> Hover over the Student Tab -> Click on Advising and GPS -> Click on GPS Audit and Plan

STEP 2: Click on the Plans Tab. To review your GPS stay here!
How to view your GPS and GPS Plan cont.

STEP 3: Click on the plan labeled with your name. (There should only be 1 option)

<table>
<thead>
<tr>
<th>Description</th>
<th>Active</th>
<th>Modified</th>
<th>Who</th>
<th>Degree</th>
<th>Level</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>YOUR NAME</td>
<td>No</td>
<td>2/21/2022</td>
<td>Lough, Marissa Raschelle</td>
<td>BA</td>
<td>UG</td>
<td>Not locked</td>
</tr>
<tr>
<td>JANE'S MARKETING PLAN</td>
<td>No</td>
<td>2/19/2022</td>
<td>Calapa, Amy K</td>
<td>BA</td>
<td>UG</td>
<td>Not locked</td>
</tr>
<tr>
<td>BBA Degree _EXAMPLE</td>
<td>No</td>
<td>2/19/2022</td>
<td>Calapa, Amy K</td>
<td>BA</td>
<td>UG</td>
<td>Locked</td>
</tr>
<tr>
<td>Psych Plan</td>
<td>Yes</td>
<td>2/4/2021</td>
<td>Burnett, Blake M</td>
<td>BA</td>
<td>UG</td>
<td>Not locked</td>
</tr>
</tbody>
</table>

STEP 4: Review the plan your advisor has made for you. Reach out with any questions!

Lawrence Epps: lepps@kent.edu
Michael Gershe: mgershe@kent.edu
Marissa Lough: mmckin18@kent.edu
Heather Ryan: hryan6@kent.edu
How to schedule classes with Visual Schedule Builder

STEP 1: Log into Flashilne -> Hover over the Student tab -> Click on Courses and Registration -> Click on Visual Schedule Builder

STEP 2: Choose the semester you’re scheduling for
STEP 3: Select the Kent Campus (unless you'd prefer a course at a regional campus)
How to schedule classes with Visual Schedule Builder cont.

STEP 4: Choose your plan from the drop-down menu

STEP 5: Make sure to un-check the first two boxes (Full Classes and Waitlistable classes)
How to schedule classes with Visual Schedule Builder cont.

STEP 5: To Favorite your schedule, click the star icon

STEP 6: Once you've chosen a schedule you like, it's time to officially register! Click 'Send CRNs to my Worksheet'

STEP 7: Click 'Acknowledge' where needed. Press submit changes to officially register.