Directions for the ME and BME advising program

When you start the program you will get the following screen

![Image of a web page asking "What is Your Major?" with options for Mechanical Engineering, BioMedical Engineering, and Other Majors.]
Select the appropriate major

If you select Mechanical Engineering you will get a screen which looks like
Press Start. Your next screen will look like

Enter your last name, first name and last 4 digits of student number. If you do not enter proper values you may get an error message and will not be able to go to next step.
Your next screen will look something like the following.

You must verify that the courses taken, and courses taking are correct. Use arrow keys to move courses.
First check or uncheck the box for when you started.

- [ ] Started after May 15, 2009

Check if you have satisfied the language or uncheck if you have not.

- [x] Language Requirement

Click one of the following for your upper division status. If you have NOT applied, you are lower division.

- [ ] Lower Division
- [ ] Pending UD
- [ ] Upper Division
Move the appropriate courses completed in the “Course Completed” box and your current courses into the “Current Courses” box.

Highlight the appropriate course and use the arrow keys to move as need be.

If the program comes up with courses in these boxes, move to the appropriate box to make it reflect your academic career.
When you have the above setup correctly press the “Get Advised” button. Depending on what you have entered, you will get a screen that looks like the following.
The course you are being advised for are shown in the Fall 10 in the left box.

Other courses you are eligible to take are shown in the right box.

You can remove courses from the left box by highlighting and pressing the X button.

You can move courses into the left box by highlighting and using the arrow key.

As you make changes, the other sections will adjust to show your academic plan till graduation. You may modify any of these by deleting recommended courses and moving other course into courses recommended, when you do so the rest of your academic plan will be modified to reflect these changes. There may be some courses you can move into a desired semester if you do not have proper prerequisites.

Also, some courses may not be offered during the semester you want to take them. If so, the program will not allow you to place these courses into the semester box.

Press the Print button to get your advisement sheet.
Advanced Topics

Courses per semester
The program assumes you are only taking 5 courses per semester and none during the summer. If you want to change that you may do so on semester by semester bases. To change the number of courses, change the number next to the semester label.

5 Fall 10

NOTE:

- summer will assume this number is for each summer session. You academic plan will be modified to reflect your changes.
- 1 hour courses are not counted toward the course count.

Non-degree courses
If you want to take courses that are not for you degree, press the non-degree button and enter the courses and their semester to be taken in the window that appears.

Optimize
The program initially will not allow you to violate any prereq or other academic rules. If you end up with some semesters that are not full and extra classes at the end you may try to “optimize” your plan. This will test various rules that may be petitioned and try to devise a plan to get you to graduation earlier. It will tell you what petitions are needed; it does NOT guarantee they will be granted.

All Information is saved
If you reenter the program after your first time, the information on courses you took should be loaded into the program. In addition the program should save all changes you made last time as long as no changes are made to the courses taken boxes.