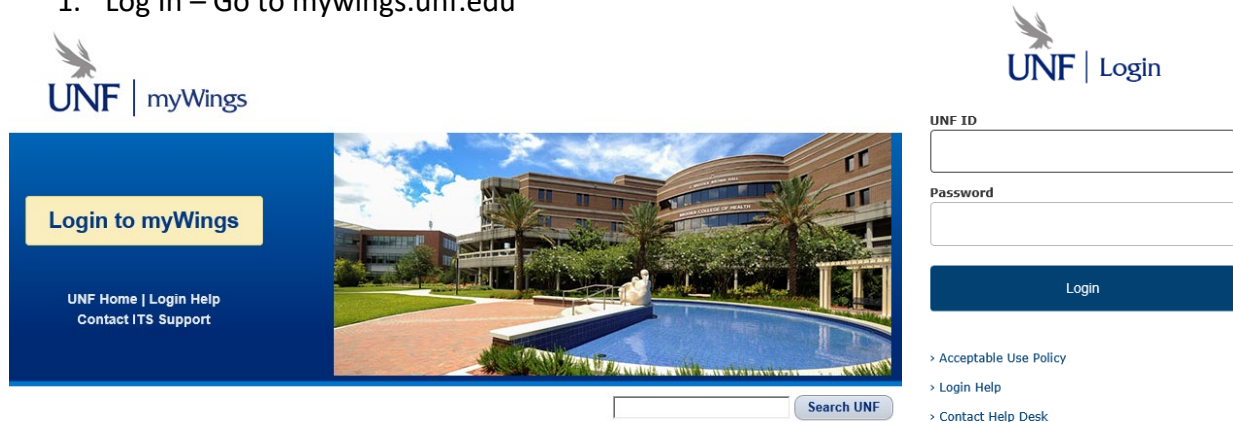


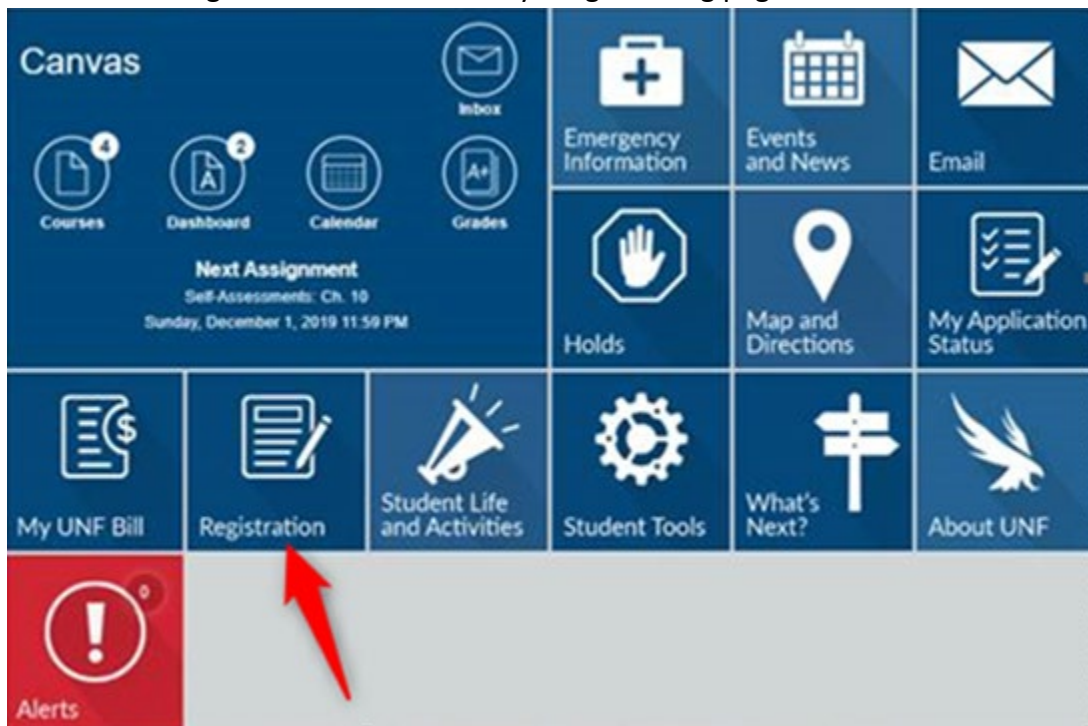
Guide to Osprey Course Scheduler

Accessing Osprey Course Scheduler

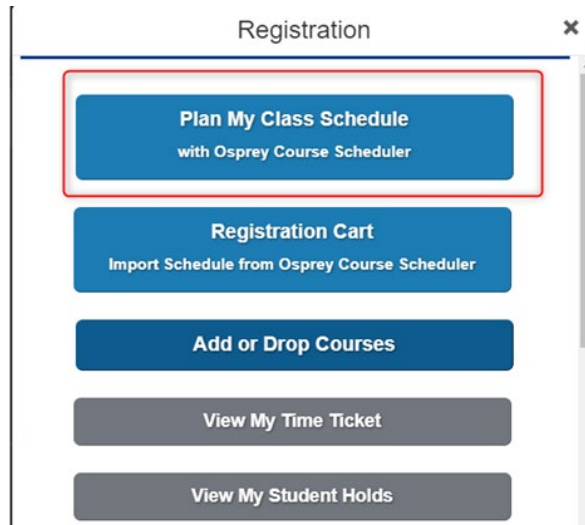
1. Log In – Go to mywings.unf.edu



2. Select the "Registration" tile on the MyWings landing page



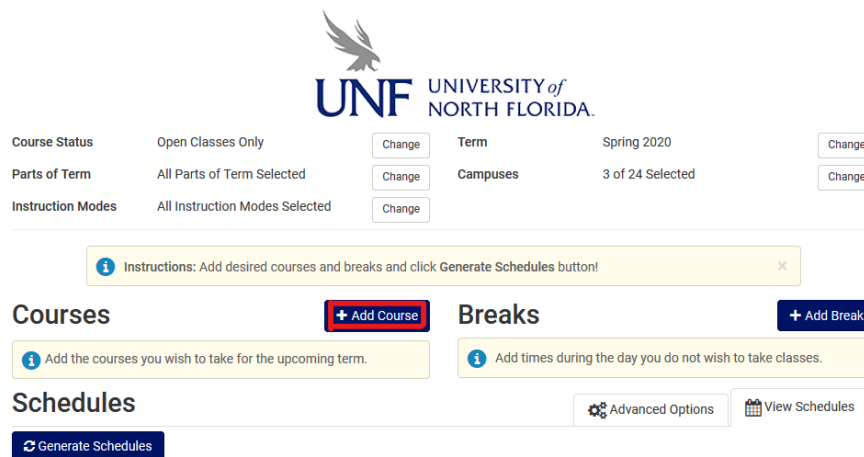
3. Select "Plan My Class Schedule with Osprey Course Scheduler"



4. Select the desired term, select one or more campus locations, and select one or more part of term

Osprey Course Scheduler Tools

1. Select "Add Course" to add a course to your schedule




2. Select **“Add Break”** to block off times you are unavailable

The screenshot shows the UNF University of North Florida course selection interface. At the top, the UNF logo and name are displayed. Below the logo, there are three rows of settings: 'Course Status' (Open Classes Only), 'Parts of Term' (All Parts of Term Selected), and 'Instruction Modes' (All Instruction Modes Selected). To the right of these settings are 'Change' buttons. Further right, there are 'Term' (Spring 2020) and 'Campuses' (3 of 24 Selected) settings, also with 'Change' buttons. A yellow instruction box reads: 'Instructions: Add desired courses and breaks and click Generate Schedules button!'. Below this, there are two main sections: 'Courses' and 'Breaks'. The 'Courses' section has a '+ Add Course' button and an information box: 'Add the courses you wish to take for the upcoming term.'. The 'Breaks' section has a '+ Add Break' button highlighted in red and an information box: 'Add times during the day you do not wish to take classes.'. Below these sections is a 'Schedules' section with a 'Generate Schedules' button, 'Advanced Options' (gear icon), and 'View Schedules' (calendar icon) buttons.

3. Select **“Generate Schedules”** to see all possible schedules

This screenshot is identical to the one above, showing the UNF course selection interface. The only difference is that the 'Generate Schedules' button in the 'Schedules' section is now highlighted in red, indicating it has been selected.

- Select **“View”** to see individual schedules in detail



Course Status: Open Classes Only Term: Spring 2020

Parts of Term: All Parts of Term Selected Campuses: 3 of 24 Selected

Instruction Modes: All Instruction Modes Selected

Instructions: Add desired courses and breaks and click Generate Schedules button!

Courses **Breaks**

Select All

AMH 2020
 United States History since 1877

Schedules

Generated 5 Schedules

1 AMH-2020-0

- Select **“Send to Shopping Cart”** from the **“View”** schedule screen. Click the **“Shopping Cart”** Button to begin registration.

Schedule 2 of 5

Instructions: You are viewing a potential schedule only and you must still register.

☰	CRN #	Subject	Course	Section	Seats Open	Students Enrolled	Section Capacity	Waitlist Seats	Day(s) & Location(s)	Dates	Location	Campus	Hours
<input type="checkbox"/> <input type="button" value="ℹ️"/> <input type="button" value="🔒"/>	11465	AMH	2020	0	69	1	70	45	MW 9:00am - 10:15am	01/06/2020 - 04/29/2020	Main Campus-UNF		3
3													