

Summer and Fall 2020 Registration

How to Register for Courses Using Student Planning

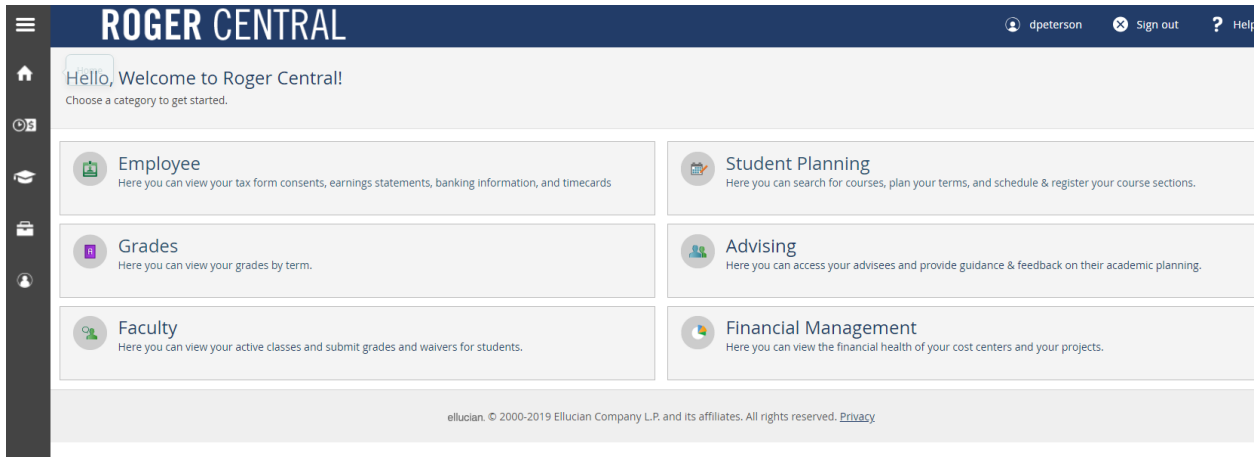
Student Planning is a tool that if used properly could help you plan your Academic career at Roger Williams University School of Law. It is shared with the rest of the University so on first login it requires some cleanup and preparation. You can plan courses for your three years based on how often and when we normally offer them. It does not mean the courses are 100% guaranteed to be offered in that certain term, however, we will give you the best information possible. You should always plan alternatives and backups. Planning your registration ahead of time will always help you on your actual day of registration.

Roger Williams University School of Law Students register for classes through Roger Central. The link to this portal can be found on the [Law School home page](#) by selecting Roger Central from the “Current Students” menu at the top. From here you will be directed to the login page.

Type your user name and domain into the domain/user name box. (Example: jsmith123@academics.rwu) 2. Type your password in the password box. The default password is your first initial, last initial, last four of your soc. followed by RWU (Example: js1234RWU) Once you have successfully signed in, you will be directed to the front page of Roger Central.

1. First step is to set up your remaining terms here at Roger Williams University.

Click on “Student Planning”.



The screenshot shows the Roger Central dashboard. At the top, there is a dark blue header with the text "ROGER CENTRAL" and user information "dpeterson" and "Sign out". Below the header, a light blue banner says "Hello, Welcome to Roger Central!" and "Choose a category to get started." The main content area is divided into six tiles, each with an icon and a brief description:

- Employee**: Here you can view your tax form consents, earnings statements, banking information, and timecards.
- Student Planning**: Here you can search for courses, plan your terms, and schedule & register your course sections.
- Grades**: Here you can view your grades by term.
- Advising**: Here you can access your advisees and provide guidance & feedback on their academic planning.
- Faculty**: Here you can view your active classes and submit grades and waivers for students.
- Financial Management**: Here you can view the financial health of your cost centers and your projects.

At the bottom of the dashboard, there is a small copyright notice: "ellucian. © 2000-2019 Ellucian Company L.P. and its affiliates. All rights reserved. [Privacy](#)"

Summer and Fall 2020 Registration

How to Register for Courses Using Student Planning

2. Next step is to click the “Student Planning” drop down menu at the top and select “Plan and Schedule”. Delete any term that does not say Law and add all terms that do for your next three years.

The screenshot shows the 'Plan your Degree and Schedule your courses' interface. At the top, there are navigation tabs: 'Academics', 'Student Planning', and 'Plan & Schedule'. Below this is a search bar labeled 'Search for courses...'. The main navigation includes 'Schedule', 'Timeline', 'Advising', and 'Petitions & Waivers'. The 'Schedule' tab is active, showing a calendar for 'Law Spring 2020'. There are navigation arrows and a '+ - +' control. Below the calendar are buttons for 'Filter Sections', 'Save to iCal', and 'Print'. On the right, it shows 'Planned: 0 Credits', 'Enrolled: 0 Credits', and 'Waitlisted: 0 Credits'. A message box on the left says 'No Courses Selected For This Term'. The calendar grid shows days of the week (Sun-Sat) and times from 8am to 7pm.

This screenshot shows the 'Schedule' tab for 'Law Summer 2020'. A modal dialog titled 'Add a Term to Your Plan' is open in the center. The dialog asks 'Please select a term to be added to your plan:' and has a dropdown menu with 'Law Fall 2020' selected. There are 'Cancel' and 'Add Term' buttons at the bottom of the dialog. The background interface is dimmed, showing the same navigation and calendar structure as the previous screenshot.

You have now done the appropriate setup and can start planning your courses.

Summer and Fall 2020 Registration

How to Register for Courses Using Student Planning

3. Click the Student Planning drop down again and select "Planning Overview". Click on "View Your Progress" as this will bring up your degree audit.

Academics > Student Planning > Planning Overview

Steps to Getting Started

There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:

1 **View Your Progress**
Start by going to My Progress to see your academic progress in your degree and search for courses.
[Go to My Progress](#)

2 **Plan your Degree & Register for Classes**
Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.
[Go to Plan & Schedule](#)

Programs	Cumulative GPA	Progress
LAWJD	(2.000 required)	<input type="text"/>

Fall 2019 Schedule

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am							

4. Scroll through your degree audit and click on the course you want to plan and/or register; or click on search in the light blue box above that requirement to search for all courses that meet that requirement. A third option would be to enter "law..." or law.749" in the "search for courses" near the top of the screen.

Law Requirements

Complete all of the following items. **0 of 4 Completed.** [Hide Details](#)

A
REQUIRED COURSES
REQUIRED: COMPLETION OF ALL FIRST AND SECOND YEAR COURSES
Complete all of the following items. **0 of 3 Completed.** [Hide Details](#)

1.
1L REQUIRED-1ST SEMESTER **0 of 5 Courses Completed.** [Hide Details](#)

Status	Course	Grade	Term	Credits
Planned	LAW-600 Search		19/FA	3
Not Started	LAW-610			
Not Started	LAW-623			
Not Started	LAW-604			
Not Started	LAW-616			

2.
1L REQUIRED-2ND SEMESTER **0 of 5 Courses Completed.** [Hide Details](#)

Summer and Fall 2020 Registration

How to Register for Courses Using Student Planning

5. You can filter your search using the toolbar on the left side. You can only select one option from each section of search values (one term for example) Click "View Available Sections" to see which sections are offered. This is where you can also add it to a future term plan.

ROGER CENTRAL dpeterson Sign out ? Help

Academics > Student Planning > Course Catalog

Search for Courses and Course Sections

[Back to My Progress](#)

Filter Results Filters Applied: None

SUBJECTS

- Law (1)

LOCATIONS

- RWU School of Law (1)

TERMS

- Law Spring 2018 (1)
- Law Spring 2019 (1)
- Law Summer 2018 (1)
- Law Summer 2019 (1)

DAYS OF WEEK

- Monday (1)
- Tuesday (1)
- Wednesday (1)

TIME OF DAY

Select time range...

INSTRUCTORS

LAW-655 Professional Responsibility (2 Credits) Add Course to Plan

No description available.

Requisites: None

Locations: RWU School of Law

Offered: Spring & Summer

[View Available Sections for LAW-655](#)

K < 1 > |

6. Click on "Add Section to Schedule". You may see current terms here, make sure you select the proper registration term.

LAW-655 Professional Responsibility (2 Credits) Add Course to Plan

No description available.

Requisites: None

Locations: RWU School of Law

Offered: Spring & Summer

View Available Sections for LAW-655

Law Spring 2019

Professional Responsibility A Add Section to Schedule

Seats	Times	Locations	Instructors
3	W 3:30 PM - 5:10 PM 01-07-2019 - 05-11-2019	RWU School of Law, School of Law 262 Lecture	Kuckes, N

Professional Responsibility A1 Add Section to Schedule

Waitlisted	Times	Locations	Instructors
0	W 3:30 PM - 5:10 PM 01-07-2019 - 05-11-2019	RWU School of Law, One Empire Plaza 429 Lecture	Kuckes, N

Law Summer 2019

Professional Responsibility W Add Section to Schedule

Summer and Fall 2020 Registration

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Click on “Add Section”.

Section Details

LAW-655-W Professional Responsibility
Law Summer 2019

Instructors	Margulies, P (pmargulies@rwu.edu)
Meeting Information	W 6:00 PM 8:30 PM 05-20-2019 - 08-05-2019 RWU School of Law, School of Law 285 (Lecture)
Dates	05-20-2019 - 08-05-2019
Seats Available	50 of 50 Total
Credits	2
Grading	<input type="text" value="Graded"/> ▾
Requisites	None
Course Description	No Description Available
Books Total	

Close	Add Section
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Summer and Fall 2020 Registration

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Click “Back to My Progress” to continue adding courses to your current or future terms.

The screenshot shows the 'Search for Courses and Course Sections' interface. At the top, there are navigation tabs for 'Academics', 'Student Planning', and 'Course Catalog'. A search bar is on the right. Below the search bar, there are filter options for 'AVAILABILITY', 'SUBJECTS', 'LOCATIONS', 'TERMS', and 'DAYS OF WEEK'. The main content area displays search results for 'LAW-627 Criminal Procedure (3 Credits)' and 'LAW-639 Constitutional Law I (3 Credits)'. Each result includes a description, prerequisites, locations, and offered terms. There are 'Add Course to Plan' buttons for each course. A 'Back to My Progress' link is visible at the top left.

If you have added all the courses you want to plan for your current registration then click on the “Student Planning” tab at the top of the page and select “Plan and Schedule”. Make sure that the proper term is on the screen for registration.

Click “Register Now” at the top right part of the screen. If you cannot click the button to register, you may have a Bursar or Health Immunization hold. You will see that message in the this bar.

The screenshot shows the 'Plan and Schedule' interface. At the top, there are navigation tabs for 'Academics', 'Student Planning', and 'Plan & Schedule'. Below the tabs, there is a search bar and a 'Plan your Degree and Schedule your courses' header. The main content area shows a calendar view for 'Law Summer 2019'. There are buttons for 'Remove Planned Courses', 'Register Now', and 'Refresh'. A message bar at the top indicates 'Your registration period for Law Summer 2019 begins on 03-18-2019 at 12:00 AM'. The calendar grid shows a course 'LAW-655-W: Professional Responsibility' planned for the week of 03-18-2019 to 08-05-2019. The course details panel on the left shows 'Credits: 2', 'Grading: Graded', 'Instructor: Margulies, P', and 'Seats Available: 50'. There is a 'Register' button in the course details panel.

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If your registration was successful, you will now see your classes in green (instead of yellow) in the above screenshot.