



# Adding additional classes in Hokie Scheduler after building an initial schedule

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Hello Hokie! This tutorial is intended to be used after you have completed the general Hokie Scheduler Video Tutorial and registered for some classes for an upcoming term. Let's get started!



# Adding Courses



Course Status: Open Classes Only  Term: Spring 2024

Campuses: Blacksburg Virtual  Parts of Term: All Parts of Term Selected

Levels: All Levels Selected

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

## Courses

- Select All
- COMM 2004  
Public Speaking      
**Restrictions**
- ECON 2005  
Principles of Economics      
**Restrictions**
- ITDS 1114  
Design Appreciation

## Breaks

Add times during the day you do not wish to take classes.

## Current Schedule

<input checked="" type="checkbox"/>	CRN #	Status	Subject	Course	Schedule Type	Instructor	Day(s) & Location(s)	Credits	Campus	Modality
<input checked="" type="checkbox"/>	<input type="button" value="i"/> 14761	Enrolled	EDHE	6274	Lecture	Adams, Sharrika Devae Davis	T 12:30pm - 3:15pm - CRC10 2013	3	Blacksburg	Face-to-Face Instruction



After you have logged into Hokie Scheduler following the steps in the general Hokie Scheduler Video Tutorial, You will see on the main page your current schedule for that term. These are the courses you have successfully enrolled in.

Hokie Helpful Hint: You will only be able to add courses through Hokie Scheduler if add/drop is currently open for that semester.



# Adding Courses



Course Status	Open Classes Only	<input type="button" value="Change"/>	Term	Spring 2024	<input type="button" value="Change"/>
Campuses	Blacksburg Virtual	<input type="button" value="Change"/>	Parts of Term	All Parts of Term Selected	<input type="button" value="Change"/>
Levels	All Levels Selected	<input type="button" value="Change"/>			

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

## Courses

Select All

COMM 2004  
Public Speaking

Restrictions

ECON 2005  
Principles of Economics

Restrictions

ITDS 1114  
Design Appreciation

## Breaks

Add times during the day you do not wish to take classes.



Search By Subject | Search By Instructor | Search By Pathways Concept | By CRN

Subject: COMM - Communication

Course: 2034 Visual Media

**Communication 2034 - Visual Media**

An introduction to the visual image and visual thinking applied to photography, video, and film. COURSE FEE \$59. Sophomore standing required..



To add additional course(s) to your schedule, click the "Add Course" button from the main page. Next select the applicable Subject and Course number and click "Add Course" and then click "Done".



# Enrolling in Additional Classes



## Courses

Select All

COMM 2034  
Visual Media

[Prerequisites](#) [Restrictions](#)



Sections



+ Add Course

## Breaks

+ Add Break

Add times during the day you do not wish to take classes.

## Schedules



Advanced Options



View Schedules

Generate Schedules

Compare



Select at least two schedules to compare side by side

After you have added the course, you will then want to review available sections to determine which section you want to enroll in. You will start by clicking on the Cogwheel Icon next to "Sections".

# Selecting a section

This sections page is where you can view seats available in each section.

When a registration period is open, Hokie Scheduler will automatically exclude sections that have no available seats.

Using the checkboxes on the left, unselect all the CRNs that you do not want to register for, or leave all the boxes checked if you want to generate potential schedule options with the new class(es) you are adding.

Hokie Helpful Hint: Be sure to check that you meet any restrictions that may apply to certain CRNs. If you are unsure on how to do this you can review the Viewing Course prerequisites and major restrictions tutorial.

COMM 2034

Visual Media

Please select the classes you wish to include.

Included (1 of 2)

Excluded (6)

Advanced Filters

<input type="checkbox"/>	CRN #	Subject	Course	Schedule Type	Instructor	Seats Open	Day(s) & Location(s)	Modality
<input checked="" type="checkbox"/>	<a href="#">i</a> 13199	COMM	2034	Lecture	Robinson, Syrenthia Johns	8	MW 2:30pm - 3:45pm - SHANK 180	Face-to-Face Instruction
	<a href="#">Prerequisites</a>	<a href="#">Restrictions</a>						
Section Restrictions: (Must be: Major Multimedia Journalism or Sports Media and Analytics)								
<input type="checkbox"/>	<a href="#">i</a> 21569	COMM	2034	Lecture	Baab, Lujean	9	TR 8:00am - 9:15am	Hybrid (F2F & Online Instruc)
	<a href="#">Prerequisites</a>	<a href="#">Restrictions</a>						
Section Restrictions: (Must be: Major Comm Sci/Soc Inq or Communication or Multimedia Journalism or Public Relations or Sports Media and Analytics) and Must be: Minor Advertising								

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Save & Close

# Selecting a section

Once you have the section(s) selected you will hit the "Save & Close button."

Hokie Helpful Hint: Be sure that the course(s) you are adding do not have a time conflict with courses you are already enrolled in.

## COMM 2034 Visual Media

Please select the classes you wish to include.

Included (1 of 2)

Excluded (6)

Advanced Filters

<input type="checkbox"/>	CRN #	Subject	Course	Schedule Type	Instructor	Seats Open	Day(s) & Location(s)	Modality
<input checked="" type="checkbox"/>	<a href="#">i</a> 13199	COMM	2034	Lecture	Robinson, Syrenthia Johns	8	MW 2:30pm - 3:45pm - SHANK 180	Face-to-Face Instruction
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Save & Close

# Registering for Courses



Schedules

Advanced Options View Schedules

Generate Schedules Shuffle

Generated 1 Schedule

Compare Select at least two schedules to compare side by side

View 1 2034-COMM-13199

You can repeat this process to enroll in more than one class at the same time. Now that you have selected specific CRNs, and confirmed you meet any prerequisites and/or restrictions, it is time to complete the registration process. To begin, you will click “Generate Schedules” and then the “View 1” blue hyperlink.

Hokie Helpful Hint: Since you are adding additional courses to an existing schedule, multiple schedules will not necessarily be generated.

# Registering for Courses



## Potential Schedule for Spring 2024

Navigation buttons: < Back, Print, Email, **Send to Shopping Cart**, Heart icon, Shuffle

You are viewing a potential schedule only and you must still register. [Close icon]

Status	CRN #	Subject	Course	Schedule Type	Seats Open	Day(s) & Location(s)	Campus	Credits	Modality
Not Enrolled	13199	COMM	2034	Lecture	8	MW 2:30pm - 3:45pm - SHANK 180	Blacksburg	3	Face-to-Face Instruction
<a href="#">Prerequisites</a> <a href="#">Restrictions</a>									
Enrolled	14761	EDHE	6274	Lecture	6	T 12:30pm - 3:15pm - CRC10 2013	Blacksburg	3	Face-to-Face Instruction
Enrolled	14830	EDRE	6524	Lecture	11	M 4:00pm - 6:50pm - WMS 209	Blacksburg	3	Face-to-Face Instruction
								9	

### Week 2 (01/22/2024 - 01/29/2024)

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
COMM 2034		Green bar															
EDHE 6274		Blue bar															
EDRE 6524		Red bar															

On the next screen you will see a summary of courses you are not enrolled in as well as courses you are enrolled in. To complete the registration process you will select the "Send to Shopping Cart" at the top of the page and follow the steps provided in the general Hokie Scheduler Video Tutorial.



**Thank you!**



Thanks for joining us in learning how to add additional courses through Hokie Scheduler after you have initially registered. Have a great semester - and as always, Go Hokies!