


Create a Course Planner


1. On the homepage, click on *Personal Learning Plan*.
2. Go to the Course Planner
 - In the "Personal Learning Plan Main Menu" click on "My Course Plan"





NEBRASKA CAREER INFORMATION SYSTEM


Personal Learning Plan Main Menu
leeann


[Home | Print Summary | Log out]


 **My Personal Information**
Edit your name, address, e-mail, and other contact information.

 **My CIS Favorites**
View items you saved in your portfolio.

 **My Career Plan**
Add new comments or review what you already wrote about your strengths, talents, and interests.

 **My Course Plan**
Create or edit a list of courses you've taken or plan to (or would like to) take.

 **My Education and Work History**
Enter or edit your education and work history information. Use this information to create a resume online.



3. Set up a course plan for one grade level.



NEBRASKA CAREER INFORMATION SYSTEM

My Course Planner
leeann

[My Career Planning Portfolio Main Menu]
[Home | Print | Log out]

Course plan: 6th grade

You can chart your school career from the sixth grade through the first two years of college. Map out the courses you plan to take for all your years in school. If you need some help, view and print the [Guide for Course Planning](#)

Choose which grade level you would like to plan.

Plan your courses for this grade level. Subject and Course Title are required. If you want to remove a course, use the X at the end of the row.

Save Information

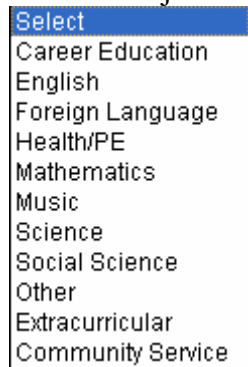
Subject	Course Title	Semester	Req. ¹	Credits	Grade	
Select <input type="button" value="v"/>	<input type="text"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>	Selec <input type="button" value="v"/>	<input type="text"/>	X
Select <input type="button" value="v"/>	<input type="text"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>	Selec <input type="button" value="v"/>	<input type="text"/>	X
Select <input type="button" value="v"/>	<input type="text"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>	Selec <input type="button" value="v"/>	<input type="text"/>	X
Select <input type="button" value="v"/>	<input type="text"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>	Selec <input type="button" value="v"/>	<input type="text"/>	X
Select <input type="button" value="v"/>	<input type="text"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>	Selec <input type="button" value="v"/>	<input type="text"/>	X

Add More Courses

Save Information

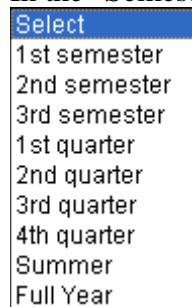
¹Req. Choose Req if the course is required, Elec if the course is an elective.

- Select a subject area.



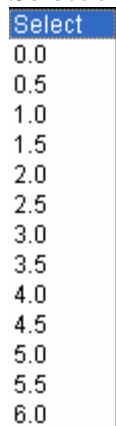
A dropdown menu with a blue header labeled "Select". The menu items are: Career Education, English, Foreign Language, Health/PE, Mathematics, Music, Science, Social Science, Other, Extracurricular, and Community Service.

- Type in the course title
- In the "Semester" column select the length of the course



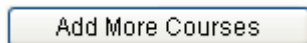
A dropdown menu with a blue header labeled "Select". The menu items are: 1st semester, 2nd semester, 3rd semester, 1st quarter, 2nd quarter, 3rd quarter, 4th quarter, Summer, and Full Year.

- Indicate if the course is required or elective
- Select the appropriate credits for the course



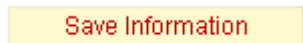
A dropdown menu with a blue header labeled "Select". The menu items are: 0.0, 0.5, 1.0, 1.5, 2.0, 2.5, 3.0, 3.5, 4.0, 4.5, 5.0, 5.5, and 6.0.

- When the course is completed, enter the grade for the course
- Add more courses if needed



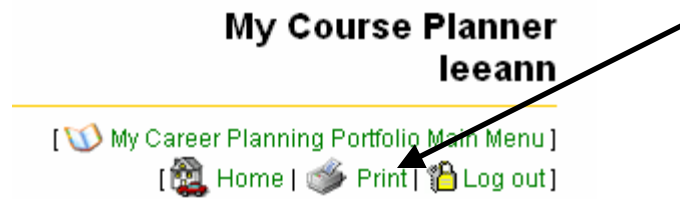
A rectangular button with a blue border and the text "Add More Courses" in the center.

- Be sure to save the information



A rectangular button with a yellow background and a black border. The text "Save Information" is written in red in the center.

- For a hard copy of the course plan, click on "Print" in the upper right-hand corner



6. The "Guide for Course Planning" includes the admission requirements for the colleges and universities in Nebraska; click on "Admission Requirements in Nebraska"