

Using Student Planning to Register

1. Login to your account KeanWISE account.

KEAN UNIVERSITY
Web Information System Express

[LOG IN](#) | [MAIN MENU](#) | [CONTACT US](#)

Welcome Guest!
KeanWISE is available 24 hours per day, 7 days per week, unless otherwise indicated.

Welcome to KeanWISE!

Log In button is on the right of the screen

What can I do in KeanWISE?	What other information do I need?	Important Semester Information
Address Change	Seek Academic Advisement **required	When Can I Register? Winter and Spring 2021
Apply for Graduation **you must log into KeanWISE to apply	Register/Update for Campus Alert **required as part of Campus Safety Checklist	Academic Calendar
Emergency & Missing Student Contact Information	View your Course Syllabus *Requires Kean email and password	Add/Drop/Withdrawal Dates
Enrollment Verification	Check your email	Payment Due Date & Payment Options
View Financial Aid Status	Obtain your Student ID Cards **required as part of Campus Safety	View/Pay my Bill **required
Sign your Financial Obligation Agreement **required		
Grade Point Average by Term		

[Prospective Students](#)
[Students](#)
[Faculty](#)
[Employees](#)
[Other Services](#)

2. Once logged in select the Student from the options listed on the right hand side of the screen.

[LOG OUT](#) | [MAIN MENU](#) | [CONTACT US](#)

[Prospective Students](#)
[Students](#)
[Faculty](#)
[Employees](#)
[Other Services](#)

- Under Academic Profile, select Student Planning.

Academic Profile


- [Transcript](#)
- [Transcript \(Official Request\)](#)
- [My profile](#)
- [Transfer Equivalency](#)
- [Enrollment Verification](#)
- [Apply for Graduation](#)
- [Academic Early Alerts](#)
- [Student Planning](#)

- Option 1, Go to My Progress, this will take you to view your degree audit. Option 2, Go to Plan & Schedule gives you the option to plan and register for courses.

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...



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
GLOBAL BUSINESS	2.626 (2.500 required)	<div><div></div></div>

- Selecting “Go to My Progress” will give you a view of your program requirements and the status of each. The top section will provide you with information regarding your program. The bars represent the progress that you have made towards completing your selected major.

My Progress

Search for courses...

< > GLOBAL BUSINESS (1 of 1 programs) [View a New Program](#) [Load Sample Course Plan](#)

At a Glance [Print](#)

Cumulative GPA: 2.626 (2.500 required)
Institution GPA: 2.626 (2.500 required)
Degree: Bachelor of Science
Majors: GLOBAL BUSINESS
Departments: GLOBAL BUSINESS
Catalog: 2017
Anticipated Completion Date: 1/19/2022
Alternate Catalog Year:

Description
Program Notes
[Show Program Notes](#)

Program Completion must be verified by the Registrar.

Progress

Total Credits 89 of 120

65

21

3

Total Credits from this School 89 of 32

65

21

3

- Below that you will see broken down by categories the courses that are required to complete your major requirements.

A. GE*1000/3000

GE*1000 or GE*3000 is a University graduation requirement for undergraduate students that must be satisfied in one of the two ways: GE*1000 (all freshmen and transfer students entering with 0-29 credits) or GE*3000 (transfer students entering with 30 credits or more)

Complete all of the following items. ✓ **1 of 1 Completed.** [Show Details](#)

B. Composition

Successfully complete ENG*1030 with the required grade of "C" or higher.

Complete all of the following items. ✓ **1 of 1 Completed.** [Show Details](#)

C. Mathematics

See the catalog for information regarding pre-requisites and equivalencies for General Education coursework. A grade of "C" or higher is required.

Complete all of the following items. ⚠ **0 of 1 Completed.** [Hide Details](#)

⚠ **0 of 1 Courses Completed.** [Hide Details](#)

Status	Course	Search	Grade	Term	Credits
ⓘ Not Started	MATH-1044 PRE CALC FOR BUSINESS				

7. Carefully read and follow the instructions provided for each requirement. The statuses next to the courses are identified by different colors. Completed or In Progress courses will display in green, Planned courses in tan and courses not started in red.

A. Major Required 31 SH

Successfully complete all major courses with a grade of "C" or higher.

Complete all of the following items. ⚠ **0 of 1 Completed.** [Hide Details](#)

⚠ **4 of 10 Courses Completed.** [Hide Details](#)

Status	Course	Search	Grade	Term	Credits
✓ Completed	ACCT*2210 PRINCIPLES OF ACCOUNTING II		B	18/SP	3
✓ Completed	BLAW*2051 BUSINESS LAW I		C+	18/SP	3
✓ Completed	MKT*2500 PRINCIPLES OF MARKETING		B-	18/SP	3
🔄 In-Progress	MGS*2150 BUSINESS STATISTICS & APPLIC.			18/FA	4
🔄 In-Progress	FIN*3310 MGT OF CORPORATE FINANCE I			18/FA	3
🔄 In-Progress	MGS*2030 PRINCIPLES OF MANAGEMENT			19/SP	3
✓ Completed	ACCT*2200 PRINCIPLES OF ACCOUNTING I		A-	17/FA	3
🕒 Planned	MGS-3040 MANAGEMENT INFORMATION SYSTEMS			19/SP	3
ⓘ Not Started	MGS-3520 BUS ETHICS AND SOC RES				
ⓘ Not Started	MGS-4010 OPERATIONS MANAGEMENT				

Note: Adding courses to your schedule in preparation for registration can be accomplished in more than one way. The following steps will show two different methods to accomplish this.

Method 1:

8. Selecting a course number from any section in the degree audit page will take you to the course catalog. In this section you will find information about the course such as a description and pre-requisite/co-requisite details. You can use the filters on the left side of the screen to further narrow your search.

Academics • Student Planning • Course Catalog

Search for Courses and Course Sections

[Back to My Progress](#)

Search for courses...

Filters Applied: None

Filter Results

Subjects

☐ MANAGEMENT (1)

Locations

☐ KEAN UNIVERSITY UNION (1)

☐ WENZHOULKEAN UNIVERSITY (1)

MGS-2030 PRINCIPLES OF MANAGEMENT (3 Credits)

This course surveys how organizations manage resources in rapidly changing environments. Emphasis is placed on the critical management functions of planning, organizing, leading, and controlling in order to achieve organizational goals.

Requisites:
TAKE COMM*1402, GE*2021; - Must be completed prior to taking this course.

[View Available Sections for MGS-2030](#)

9. If the course schedule is available for the next semester, clicking on the “View Available Sections” will display all the sections of the course that are being offered.

Subjects

☐ COMMUNICATION (1)

Locations

☐ KEAN UNIVERSITY UNION (1)

☐ OCEAN COUNTY COLLEGE (1)

☐ WENZHOULKEAN UNIVERSITY (1)

Show All Terms

☐ Fall 2018 (1)

☐ Fall 2018 Wenzhou (1)

☐ Spring 2019 (1)

☐ Summer I 2018 Wenzhou (1)

Days of Week

☐ Monday (1)

☐ Tuesday (1)

☐ Wednesday (1)

☐ Thursday (1)

☐ Friday (1)

☐ Saturday (1)

Time of Day

Select time range...

Instructors

COMM-3590 BUSINESS & PROF. COMM (3 Credits)

AN INTRODUCTION TO PRINCIPLES AND IMPORTANCE OF ORAL PRESENTATIONS. OVERVIEW OF INTERPERSONAL AND COMMUNITY INTERACTION WITHIN BUSINESS AND ORGANIZATIONAL SETTINGS. APPLICATION OF PRESENTING INFORMATIVE AND PERSUASIVE REPORTS AND RESEARCH. Prerequisite(s): COMM 1402 CAT.NO FORMERLY: COMM 3950 PREVIOUS TITLE: BUSINESS AND TECHNICAL PRESENTATION TITLE APPROVED CHANGE AS OF: 2/9/09

Requisites:
TAKE COMM*1402; - Must be completed prior to taking this course.

[View Available Sections for COMM-3590](#)

Spring 2019

BUSINESS & PROF. COMM 01

Runs from 1/22/2019 - 5/15/2019

[Add Section to Schedule](#)

Seats	Times	Locations	Instructors
24	T/F 9:30 AM - 10:45 AM 1/22/2019 - 5/15/2019	KEAN UNIVERSITY UNION, CENTER FOR ACADEMIC SUCCESS 355 Lecture	TBD

BUSINESS & PROF. COMM 02

Runs from 1/22/2019 - 5/15/2019

[Add Section to Schedule](#)

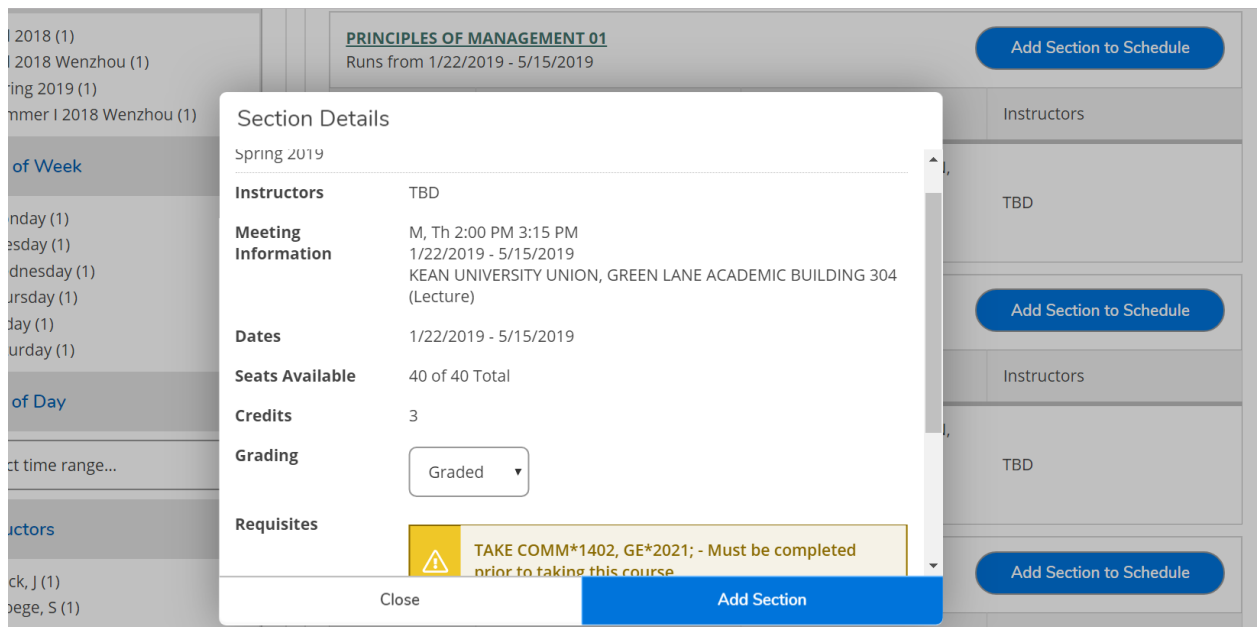
Seats	Times	Locations	Instructors
24	W 11:00 AM - 1:45 PM 1/22/2019 - 5/15/2019	KEAN UNIVERSITY UNION, CENTER FOR ACADEMIC SUCCESS 450 Lecture	TBD

BUSINESS & PROF. COMM 03

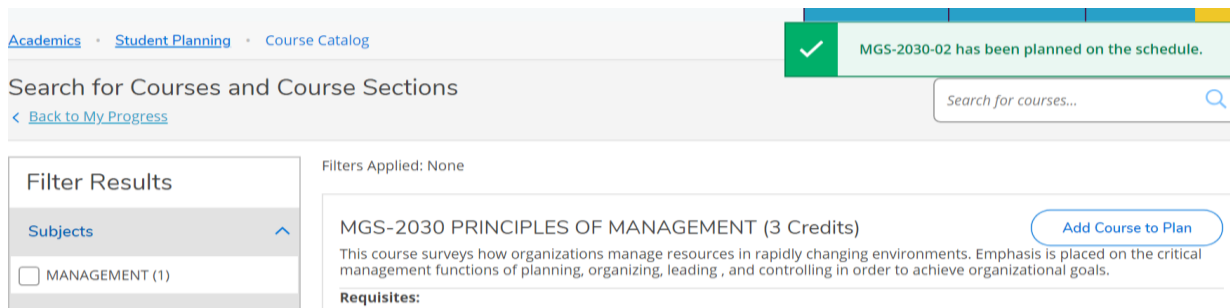
Runs from 1/22/2019 - 5/15/2019

[Add Section to Schedule](#)

10. Selecting the “Add Section to Schedule” will add the course to your schedule. The below message will appear, click on “Add Section”

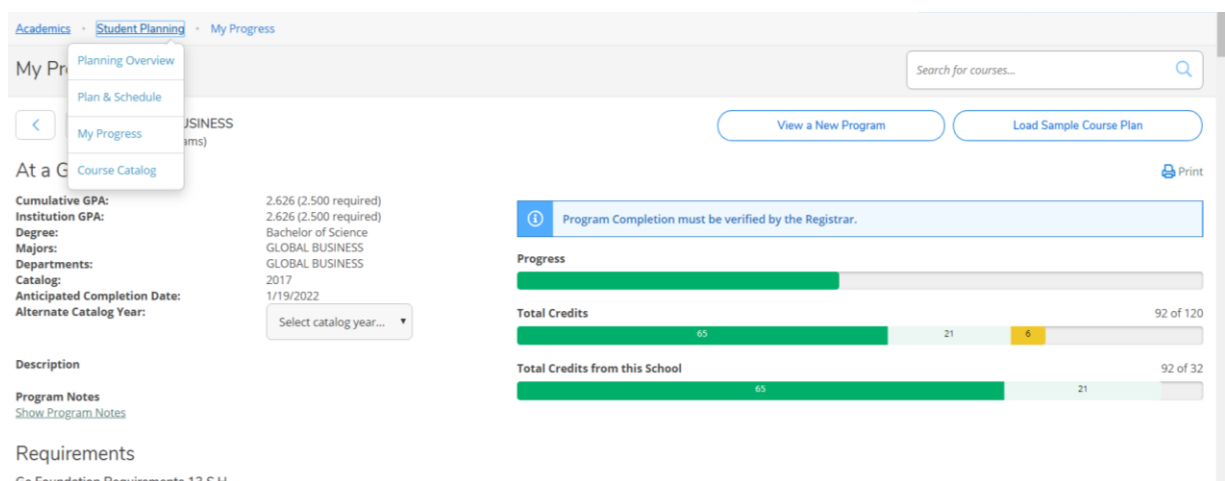


11. A confirmation message will appear in a green box at the top of the screen.



Method 2:

12. Courses can also be added to your schedule by using the course catalog. It can be accessed from the My Progress page by using the drop down menu, under Student Planning.



13. The catalog is listed in alphabetical order by subject as shown below.

Search for Courses and Course Sections

Search for courses...

Subject Search

Advanced Search

Search for a course subject:

Type a subject...

ACCOUNTING
AMERICAN SIGN LANGUAGE
ANTHROPOLOGY
ARCHITECTURE
ASIAN STUDIES
ASTRONOMY (ASTR)
ATHLETIC TRAINING

14. You can search the catalog by scrolling down the list or by entering several letters found in the desired subject. This will narrow down the list so that you can make the appropriate selection.

Subject Search

Advanced Search

Search for a course subject:

ma

GERMAN
MANAGEMENT
MARKETING
MASTER HOLOCAUST AND GENOCIDE
MATHEMATICS
SCIENCE TECHNOLOGY & MATH ED

15. Depending on the selected subject, the course catalog will display by color the status of a course that is part the major's requirement. From the list you can add the desired course to your plan by clicking on the "Add Course to Plan" button.

Search for Courses and Course Sections

[Back to Course Catalog](#)

Search for courses...

Filter Results

Availability

☐ Open and Waitlisted Sections

☐ Open Sections Only

Subjects

☒ MANAGEMENT (51)

Locations

☐ KEAN UNIVERSITY UNION (27)

☐ OCEAN COUNTY COLLEGE (11)

☐ WENZHOU-KEAN UNIVERSITY (6)

Show All Terms

☐ Fall 2018 (23)

☐ Spring 2019 (22)

☐ Fall 2018 Wenzhou (6)

☐ Summer I 2018 Wenzhou (2)

Days of Week

☐ Monday (27)

☐ Tuesday (27)

☐ Wednesday (27)

Filters Applied: MANAGEMENT

MGS-2030 PRINCIPLES OF MANAGEMENT (3 Credits)

This course surveys how organizations manage resources in rapidly changing environments. Emphasis is placed on the critical management functions of planning, organizing, leading, and controlling in order to achieve organizational goals.

This course is in progress.

Requisites:

TAKE COMM*1402, GE*2021; - Must be completed prior to taking this course.

[View Available Sections for MGS-2030](#)

MGS-2110 QUANTITATIVE METH IN MGT SCI (3 Credits)

THE COURSE IS AN INTRODUCTION TO CALCULUS BASED OPTIMIZATION TECHNIQUES WITH APPLICATIONS TO BUSINESS PROBLEMS. TOPICS INCLUDE: LINEAR MODELS, LINEAR PROGRAMMING, MATRIX ALGEBRA, INTRODUCTION TO DIFFERENTIAL CALCULUS, THE USE OF DERIVATIVES TO SOLVE MAXIMA AND MINIMA PROBLEMS AND PARTIAL DERIVATIVES. SEMESTER HOURS: THREE Prerequisite(s): MATH 1044 OR MATH 1054 LIMITATION ON ENROLLMENT: 30 CATALOG DESCRIPTION CHANGES 10/17/08

Requisites:

Take MATH*1044 or MATH*1054 - Must be completed prior to taking this course.

MGS-2150 BUSINESS STATISTICS & APPLIC. (4 Credits)

This course focuses on real world business data and the ability required to use statistical tools to draw meaningful conclusions. Topics include techniques for summarizing and describing data, the nature of uncertainty and probability theory, central limit theorem, and sampling methodology. Inferential topics include

14. The below message will appear, select the term to add the course to and then press the “Add Course to Plan” option. Following this option will only place the course on the course schedule without a specified section number.

Course Details

techniques of management science and the calculus. Linear programming (LP) will be studied in depth. The student will learn how to construct and formulate both deterministic and probabilistic models. Various scenarios will be used that are pertinent to the students' studies, career and life. Sample exercises will involve salary negotiations, business agreements, etc. Students' knowledge and understanding of the course materials will be reinforced through written assignments, but also through written communication. This course will explore the principles, strategies, and tactics of effective negotiation and professional relationship management. Students will apply course concepts through a series of simulation negotiation exercises, role-playing and debriefings. Various scenarios will be used that are pertinent to the students' studies, career and life. Sample exercises will involve salary negotiations, business agreements, etc. Students' knowledge and understanding of the course materials will be reinforced through written assignments, but also through written communication.

Select a term...

Spring 2019

Fall 2019 Tentative

Spring 2020 Tentative

Summer I 2020 Tentative

Summer II 2020 Tentative

Spring 2020 Wenzhou Tentative

Fall 2020

Spring 2021

Fall 2021

Spring 2022

Fall 2022

Spring 2023

Fall 2023 (tentative)

Spring 2024 (tentative)

Term

Spring 2019

Close

Add Course to Plan

MGS-3200 INTRO HOSPITALITY MANAGEMENT (3 Credits)

[Add Course to Plan](#)

15. A confirmation email will appear in a green box at the top of the screen.

Academics • Student Planning • Course Catalog

Search for Courses and Course Sections

[Back to Course Catalog](#)

Search for courses...

Filter Results

Filters Applied: MANAGEMENT KEAN UNIVERSITY UNION Undergraduate

MGS-3110 has been added to plan.

16. Return to the schedule page to view the selected course on your course schedule.

Filter Sections
Save to iCal
Print

Planned: 6 Credits Enrolled: 0 Credits Waitlisted: 0 Credits

MGS-2030-02: PRINCIPLES OF MANAGEMENT

✓ Planned

Credits: 3 Credits
Grading: Graded
Instructor: TBD
1/22/2019 to 5/15/2019
Seats Available: 40

Meeting Information

Register

View other sections

MGS-3110: MANAGERIAL DECISION MODELING

View other sections

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
11am							
12pm							
1pm							
2pm		MGS-2030-02 ✕			MGS-2030-02 ✕		
3pm							
4pm							
5pm							
6pm							
7pm							
8pm							
9pm							

17. From the left side of the screen select “view other sections” this will display all the available course sections. Make note, that there may be more than one page of available sections for the course. The sections are visible on the calendar and on the side bar. (Note: This view allows you select sections that will not conflict with other course sections that were previously selected).

MGS-2030-02: PRINCIPLES OF MANAGEMENT

✓ Planned

Credits: 3 Credits
Grading: Graded
Instructor: TBD
1/22/2019 to 5/15/2019
Seats Available: 40

Meeting Information

Register

View other sections

MGS-3110: MANAGERIAL DECISION MODELING

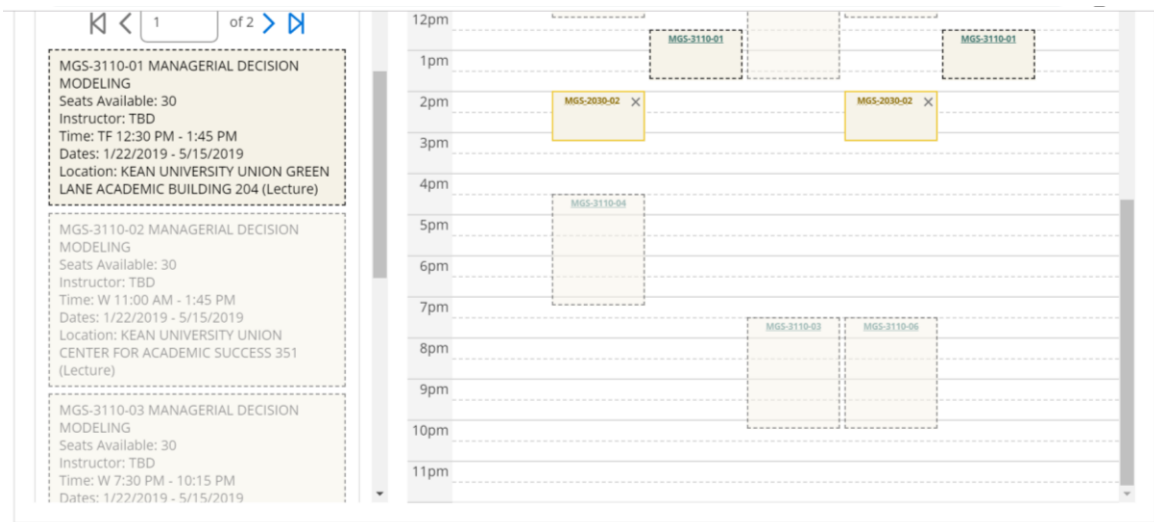
View other sections

1 of 2

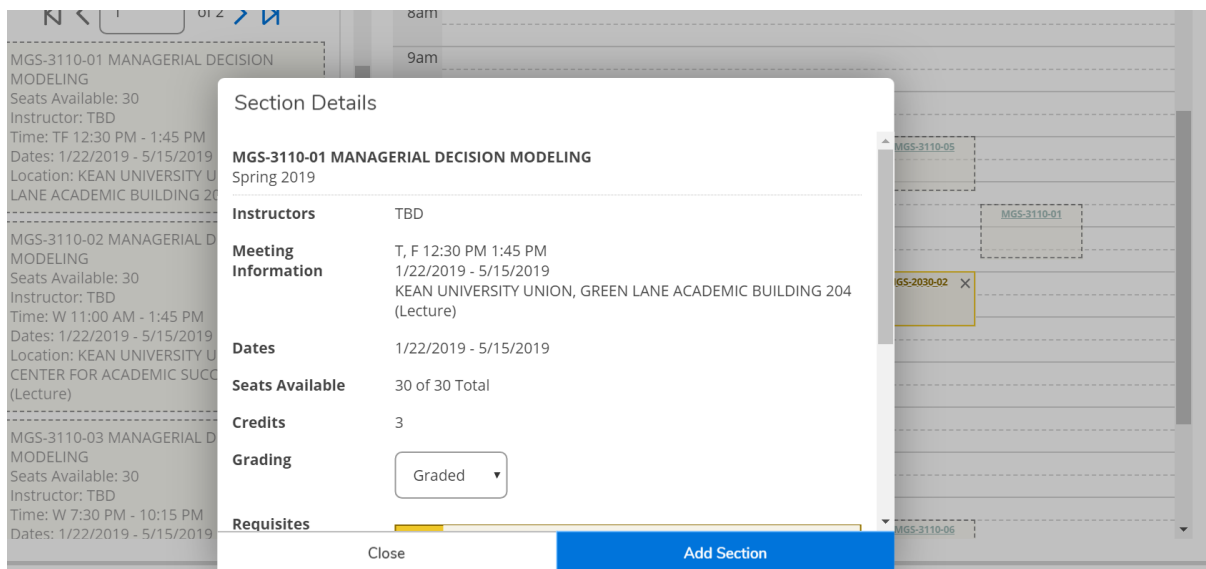
MGS-3110-01 MANAGERIAL DECISION MODELING
Seats Available: 30

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
11am		MGS-3110-05		MGS-3110-02	MGS-3110-05		
12pm							
1pm			MGS-3110-01			MGS-3110-01	
2pm		MGS-2030-02 ✕			MGS-2030-02 ✕		
3pm							
4pm							
5pm		MGS-3110-04					
6pm							
7pm							
8pm				MGS-3110-03	MGS-3110-06		
9pm							
10pm							
11pm							

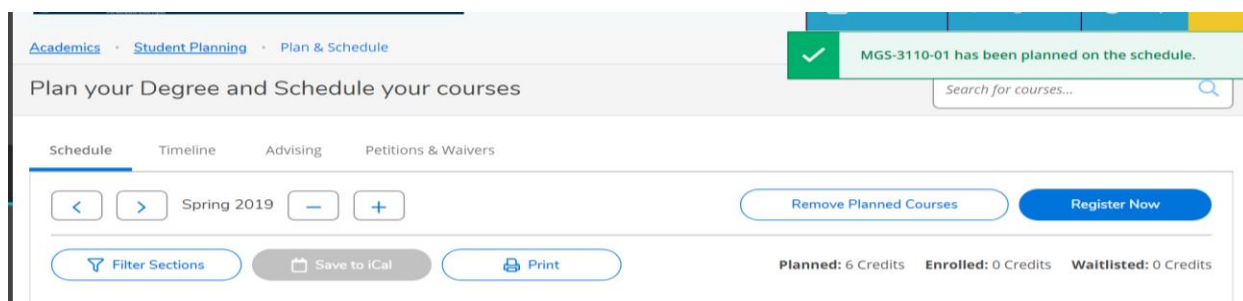
18. Hovering over a specific section will highlight it on the calendar. You can add the desired section by clicking on it on the calendar or on the side bar.



19. Once you have made your selection, the box below will appear, click on “add section”.



20. You will see a confirmation message at the top of the screen.



21. Repeat the steps as needed until you have made all course selections with available sections. The courses on the calendar and in the side bar will be colored tan and labeled as “planned”. This does not mean that you are registered for the courses. If registration has opened, the “register now” button will be highlighted. If it’s not open, the button will be grayed out. You can register all

course at once by clicking on the “register now” button or individually from the left side bar by clicking the “register” button.

The screenshot shows a course planning interface for Spring 2019. At the top, there are navigation buttons (back, forward, minus, plus) and a "Register Now" button. Below the navigation bar, there are buttons for "Filter Sections", "Save to iCal", and "Print". The status bar indicates "Planned: 6 Credits", "Enrolled: 0 Credits", and "Waitlisted: 0 Credits".

On the left side, there is a list of planned courses. The first course is "MG5-3110-01: MANAGERIAL DECISION MODELING", which is marked as "Planned". It has 3 credits, is graded, and has 40 seats available. Below the course name, there is a "Register" button. The second course is "MG5-2030-02: PRINCIPLES OF MANAGEMENT", which is also marked as "Planned". It has 3 credits, is graded, and has 30 seats available. Below the course name, there is a "Register" button.

The main calendar view shows a grid of days (Sun to Sat) and times (11am to 10pm). The courses are scheduled as follows:

Day	Time	Course
Tue	12pm - 1pm	MG5-3110-01
Fri	12pm - 1pm	MG5-3110-01
Mon	2pm - 3pm	MG5-2030-02
Thu	2pm - 3pm	MG5-2030-02

22. Once you have registered for all courses or an individual course, you will notice that the color of the course on the calendar and the left side bar will change to green with a status of “Registered”.

The screenshot shows the same course planning interface for Spring 2019, but with the status bar indicating "Planned: 3 Credits", "Enrolled: 3 Credits", and "Waitlisted: 0 Credits".

On the left side, the list of planned courses has changed. The first course is "MG5-2030-02: PRINCIPLES OF MANAGEMENT", which is now marked as "Registered". It has 3 credits, is graded, and has 30 seats available. Below the course name, there is a "Drop" button. The second course is "MG5-3110-01: MANAGERIAL DECISION MODELING", which is still marked as "Planned". It has 3 credits, is graded, and has 30 seats available. Below the course name, there is a "Register" button.

The main calendar view shows a grid of days (Sun to Sat) and times (11am to 11pm). The courses are scheduled as follows:

Day	Time	Course
Tue	12pm - 1pm	MG5-3110-01
Fri	12pm - 1pm	MG5-3110-01
Mon	2pm - 3pm	MG5-2030-02
Thu	2pm - 3pm	MG5-2030-02

23. Once you have completed planning your course schedule for the upcoming semester, you can use the “Request Review” button located under the Advising tab, to request that your advisor review your planned semester courses. In the note box you can send a message with any questions or concerns to your advisor.



Schedule

Timeline

Advising

Petitions & Waivers

My Advisors

✉ [Ruth Gonzalez](#) (First Major Primary)

Request Review

Compose a Note

Save Note