# Using the Shopping Cart

**Purpose:** The following instructions describe how to use the Shopping Cart feature to add classes to your shopping cart.

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Log onto <em>My Universe</em>. Select the <strong>Student Center</strong> tab.</td>
</tr>
<tr>
<td>2.</td>
<td>Select <strong>Go to my Student Center</strong> in the <strong>Student Center</strong> pagelet.</td>
</tr>
</tbody>
</table>

*Note:* The thumbnail image is also a link to **Student Center**.
<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.</td>
<td>On the Student Center tab, in the <em>Academics</em> section, Click the <strong>enrollment shopping cart</strong> link. <strong>Note:</strong> If the student is enrolled in the current term, their weekly schedule displays.</td>
</tr>
</tbody>
</table>

### Result:
The **Shopping Cart** page displays.

### Shopping Cart

**Add Classes to Shopping Cart**

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Click Validate to have the system check for possible conflicts prior to enrolling.

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<table>
<thead>
<tr>
<th>Add to Cart:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enter Class Nbr</td>
</tr>
<tr>
<td>[enter]</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Find Classes</th>
<th>Class Search</th>
</tr>
</thead>
<tbody>
<tr>
<td>[search]</td>
<td></td>
</tr>
</tbody>
</table>
There are three ways to add classes to your shopping cart:

4. **Enter Class Number**
   - Enter the class number (this is not the course id, it is the system generated class number found next to the section in the schedule of classes), click the enter button
   - Click the Next button
   - Confirmation displays – the class has been added to your shopping cart

5. **Find Classes using the Class Search**
   - Select the Class Search option
   - Click the Search button
   - Enter search criteria, click the Search button
   - Find the desired section and click the Select Class button
   - Click the Next button
   - Confirmation displays – the class has been added to your shopping cart

6. **Find Classes using My Planner**
   - Select the My Planner option
   - Click the Search button
   - Click the select button next to the course you wish to add, the Course Detail will display
   - Scroll to the bottom of the page to view the sections
   - Click the select button next to the section you wish to add
   - Confirmation displays – the class has been added to your shopping cart
6. Once you have added all the class sections, click the **shopping cart** link to review your shopping cart.

   **Result:** The shopping cart displays.

   **Add Classes to Shopping Cart**

   Use the Shopping Cart to temporarily save classes until it is time to enroll for this term.

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   ![Add Classes to Shopping Cart](image)

7. Once you have added your classes and registration is open, you may register from your shopping cart by selecting the classes and clicking the **enroll** button.

   **Follow the instructions for Registration: Step-by-step** to complete enrollment.