

# Plan my studies

Plan my studies shows you how to access your study planner, add courses to your study plan, add activities and notes, and enrol in planned courses.

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# Access my study planner

There are 2 ways to access your study planner. These are:

1. Via **Plan your Path** in the side menu
2. Via the **Go to Planner** button

The screenshot shows the UNSW Sydney student dashboard. On the left is a dark blue side menu with the UNSW Sydney logo at the top. The menu items are: Home, Track Progress, Plan your Path (highlighted with a yellow box and a yellow circle containing the number 1), Explore (with a dropdown arrow), Courses, Pathways, and Programs. Below the menu is a 'QUICK LINKS' section. The main content area is titled 'Home' and features a search bar and utility icons (help, calendar, mail, notifications, profile). Under 'Quick Access', there are two panels. The 'Track' panel shows 'Graduation Requirements' with a checkmark icon, 'Enrolled' courses (Media [3454]), and 'Remaining' (6 courses, 36 units of credit) with a 'See Progress' button. The 'Plan' panel shows 'Your Pathway' with an 'A' icon, 'Planned' (3 Courses Term 3 2024), and '6 more courses to plan' with a 'Go to Planner' button highlighted by a yellow box and a yellow circle containing the number 2.



# Add a course or requirement to a teaching period via drag and drop

The study planner allows you to plan your studies for the entirety of your program. Courses or requirements can be added to the study plan via the drag and drop functionality from the Progress view or Remaining Courses. This can be useful when you don't know the course or requirement to search for. The Progress view or Remaining Courses can show you exactly what you need to take. Courses have a solid grey line around the edge and requirements have a dotted grey line.

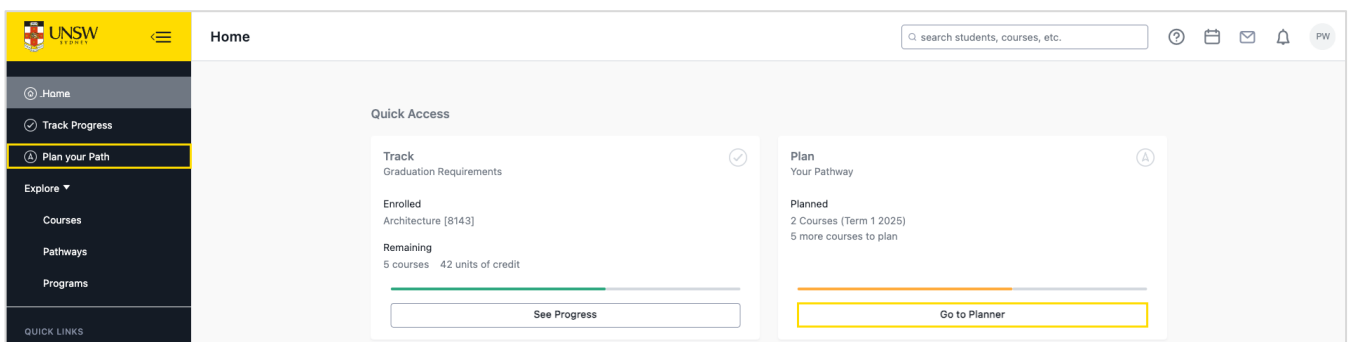
ARCH7212  
Research Studio

Prescribed Electives  
Architecture [8143]

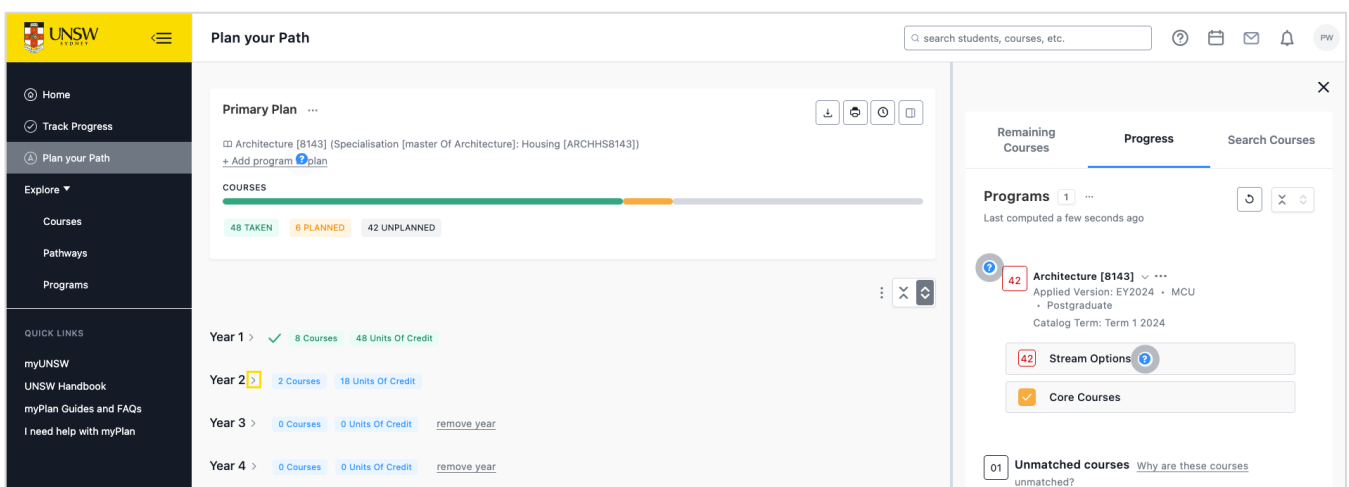
myPlan lets you know if there's a prerequisite or co-requisite or if the course is not available in a particular teaching period.

## Instructions:

1. Select **Plan your Path** in the side menu or **Go to Planner** to access the Planner.



2. Select the **dropdown arrow** to access the relevant teaching period.



3. Select **Remaining Courses** from the sidebar to access Remaining Requirements.

The screenshot shows the 'Plan your Path' interface. On the left, a sidebar contains navigation options: Home, Track Progress, Plan your Path, Explore (Courses, Pathways, Programs), and Quick Links (myUNSW, UNSW Handbook, myPlan Guides and FAQs, I need help with myPlan). The main area displays a study plan for Year 1 (8 Courses, 48 Units Of Credit) and Year 2 (2 Courses, 18 Units Of Credit). Under 'Term 1 2025', two courses are listed: ARCH7183 (Professional Practice 2: Projects and Practice) and ARCH7211 (Research Studio). The ARCH7211 course is marked as 'Unmatched'. A '+ Add to Term 1 2025' button is visible. The right-hand panel is titled 'Remaining Courses' and shows 'Remaining Requirements' with 5 items: ARCH7212 (Research Studio), ARCH7252 (Major Design Studio), Architecture and Housing Electives (Architecture [8143] x2), and Prescribed Electives (Architecture [8143]).

The Remaining Requirements is a list of courses and requirements you can choose from that are applicable to your program.

4. Drag a course or requirement from **Remaining Requirements** within Remaining Courses and drop in the relevant **teaching period** to include in your study plan.

This screenshot shows the same 'Plan your Path' interface as above, but with a yellow box highlighting the '+ Term 2 2025' slot in the main area. In the right-hand panel, the 'Remaining Requirements' list is visible, and the 'ARCH7252 Major Design Studio' item is highlighted with a yellow border, indicating it is being dragged or about to be dropped into the highlighted slot.



5. A **confirmation message** displays and the course or requirement is added to the nominated teaching period.

The screenshot displays the 'Plan your Path' interface on the myUNSW platform. At the top, a green notification banner states 'ARCH7252 added to Term 2 2025'. The main area shows two teaching periods: 'Term 1 2025' (18 Units Of Credit) and 'Term 2 2025' (12 Units Of Credit). Course ARCH7252, 'Major Design Studio', is highlighted in a yellow box in Term 2 2025. A sidebar on the right, titled 'Remaining Requirements', lists 'ARCH7212 Research Studio', 'Architecture and Housing Electives [8143] x2', and 'Prescribed Electives Architecture [8143]'. The interface also shows 'Activities' with a count of 0.

Continue to drag and drop courses or requirements from the Remaining Requirements to the relevant teaching period to add to your study plan.

Planning a course does not mean you are enrolling in the course. You still need to enrol via myUNSW.

# Add a course or requirement to a teaching period via the Add button

The study planner allows you to plan your studies for the entirety of your program. Courses and requirements can be added to the study plan via the Add button.

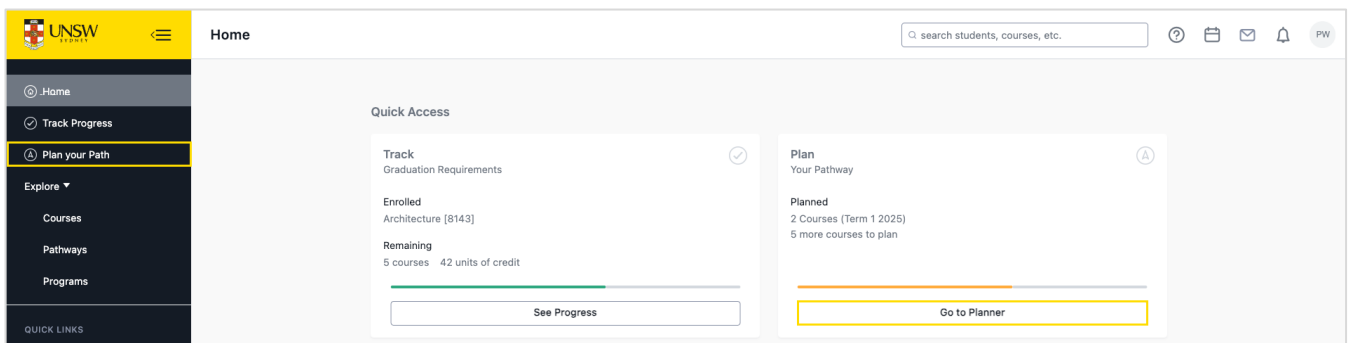
Courses have a solid grey line around the edge. Requirements have a dotted grey line around the edge.

ARCH7212  
Research Studio

Prescribed Electives  
Architecture [8143]

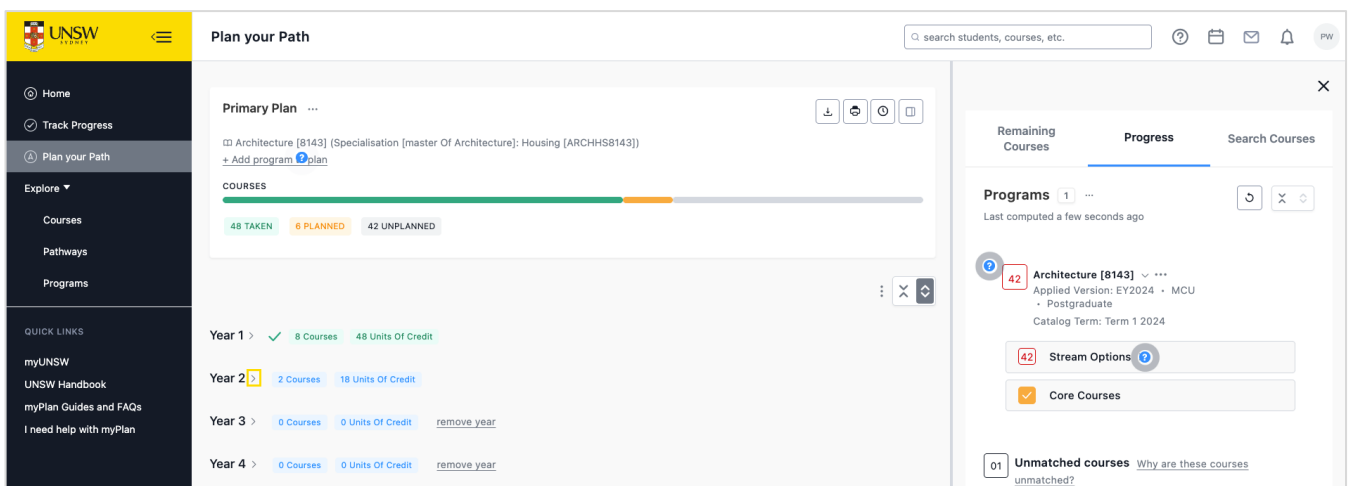
## Instructions:

1. Select **Plan your Path** in the side menu or **Go to Planner** to access the Planner.



The screenshot shows the UNSW Home page. On the left, the side menu has 'Plan your Path' highlighted with a yellow bar. In the main content area, under 'Quick Access', there are two cards. The 'Plan' card, titled 'Your Pathway', shows 'Planned' as '2 Courses (Term 1 2025)' and '5 more courses to plan'. The 'Go to Planner' button at the bottom of this card is highlighted with a yellow border.

2. Select the **dropdown arrow** to access the relevant teaching period.



The screenshot shows the 'Plan your Path' page. The 'Primary Plan' section shows 'Architecture [8143] (Specialisation [master Of Architecture]: Housing [ARCHH58143])'. Below this, a progress bar shows '48 TAKEN', '6 PLANNED', and '42 UNPLANNED' courses. The 'Year 2' dropdown arrow is highlighted with a yellow box. On the right, a sidebar shows 'Remaining Courses' and 'Progress' tabs. Under 'Progress', there are 'Stream Options' and 'Core Courses' sections. The 'Stream Options' section has a dropdown arrow next to 'Architecture [8143]'.

3. Select the **teaching period** where you want to add a course or requirement to access the Add button.

The screenshot shows the 'Plan your Path' interface. On the left, a sidebar contains navigation options: Home, Track Progress, Plan your Path, Explore (Courses, Pathways, Programs), and Quick Links (myUNSW, UNSW Handbook, myPlan Guides and FAQs, I need help with myPlan). The main area displays Year 1 progress (8 Courses, 48 Units Of Credit) and Year 2 progress (2 Courses, 18 Units Of Credit). Under 'Term 1 2025', two courses are listed: ARCH7183 (Class Registered) and ARCH7211 (Unmatched). A yellow box highlights the '+ Term 2 2025' button. To the right, a 'Remaining Courses' panel shows 'Architecture [8143]' and 'Stream Options'.

4. Select the **Add to [teaching period]** button to access options.

This screenshot is similar to the previous one, but the '+ Add to Term 2 2025' button is highlighted with a yellow border. The 'Term 2 2025' box now shows '0 Units Of Credit' and the '+ Add to Term 2 2025' button. The 'Remaining Courses' panel on the right remains the same, showing 'Architecture [8143]' and 'Stream Options'.

5. Select **Specific Course** or **Requirement** to access the search functionality for a course or requirement for the teaching period.

Year 2 ▾ 2 Courses 18 Units Of Credit

**Term 1 2025**  
18 Units Of Credit  
Sydney ▾

ARCH7183  
Professional Practice 2: Projects and Practice  
Class Registered CR01  
[Teaching Period One] - PGRD

ARCH7211  
Research Studio  
Class Registered CR01  
[Teaching Period One] - PGRD  
Unmatched

+ Add to Term 1 2025

**Term 2 2025**  
0 Units Of Credit  
Sydney ▾

A Specific Course

B Requirement

Search Courses

Activity

+ Term 3 2025

- a. **Specific Course** is applicable to search for a course. Go to **step 6** to search for a course.
- b. **Requirement** is applicable to search for a requirement. Go to **step 7** to search for a requirement.

6. Enter a **course code or name** in the search field to search for a specific course or requirement.

Year 2 ▾ 2 Courses 18 Units Of Credit

**Term 1 2025**  
18 Units Of Credit  
Sydney ▾

ARCH7183  
Professional Practice 2: Projects and Practice  
Class Registered CR01  
[Teaching Period One] - PGRD

ARCH7211  
Research Studio  
Class Registered CR01  
[Teaching Period One] - PGRD  
Unmatched

+ Add to Term 1 2025

**Term 2 2025**  
0 Units Of Credit  
Sydney ▾

search for course to add

+ Term 3 2025

Continue with **step 8**.



7. Enter a **requirement** in the search field to search for a specific requirement.

The screenshot shows a user interface for selecting courses for Year 2. At the top, it indicates 'Year 2' with a dropdown arrow, '2 Courses', and '18 Units Of Credit'. On the left, 'Term 1 2025' is listed with '18 Units Of Credit' and 'Sydney' as the location. It contains two course cards: 'ARCH7183 Professional Practice 2: Projects and Practice' (Class Registered, CR01, [Teaching Period One] - PGRD) and 'ARCH7211 Research Studio' (Class Registered, CR01, [Teaching Period One] - PGRD, Unmatched). A '+ Add to Term 1 2025' button is at the bottom. In the center, 'Term 2 2025' is listed with '0 Units Of Credit' and 'Sydney'. A search field with the placeholder text 'search for a requirement' is highlighted with a yellow box. To the right, a dashed box contains '+ Term 3 2025'.

Continue with **step 8**.

8. Select the relevant **course** or **requirement** from the options to add to the teaching period.

This screenshot shows the same interface as the previous one, but with search results. The search field in 'Term 2 2025' now contains 'ARCH7252' and is highlighted with a blue box. Below it, a result card for 'ARCH7252 Major Design Studio' is highlighted with a yellow box. The rest of the interface, including the course cards for Term 1 and the '+ Term 3 2025' box, remains the same.

9. A **confirmation message** displays and the course or requirement is added to the nominated teaching period.

The screenshot displays the 'Plan your Path' interface on the UNSW myUNSW platform. A green notification banner at the top states 'ARCH7252 added to Term 2 2025'. The main area shows two teaching periods: 'Term 1 2025' (18 Units Of Credit) and 'Term 2 2025' (12 Units Of Credit). The 'Term 2 2025' card is highlighted with a yellow border and contains the course 'ARCH7252 Major Design Studio' with a '+ Add to Term 2 2025' button. The 'Term 1 2025' card shows 'ARCH7183 Professional Practice 2: Projects and Practice' and 'ARCH7211 Research Studio'. A right-hand panel titled 'Remaining Courses' shows 'Remaining Requirements' of 5, including 'ARCH7212 Research Studio', 'Architecture and Housing Electives Architecture [8143] x2', and 'Prescribed Electives Architecture [8143]'. The left sidebar contains navigation options like Home, Track Progress, Plan your Path, and Explore.

Select the **Add to [teaching period]** button to continue adding courses or requirements to the relevant teaching period in your study plan.

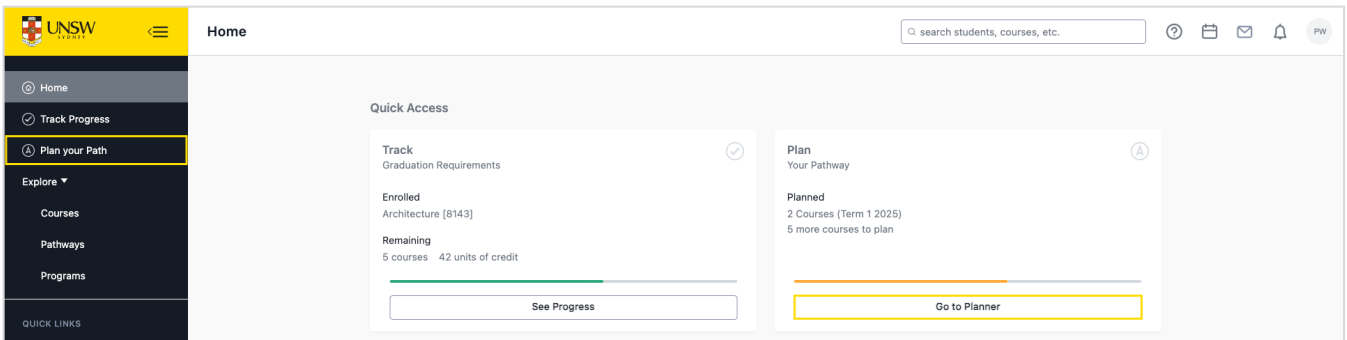
Planning a course does not mean you are enrolling in the course. You still need to enrol via myUNSW.

# Search for a course

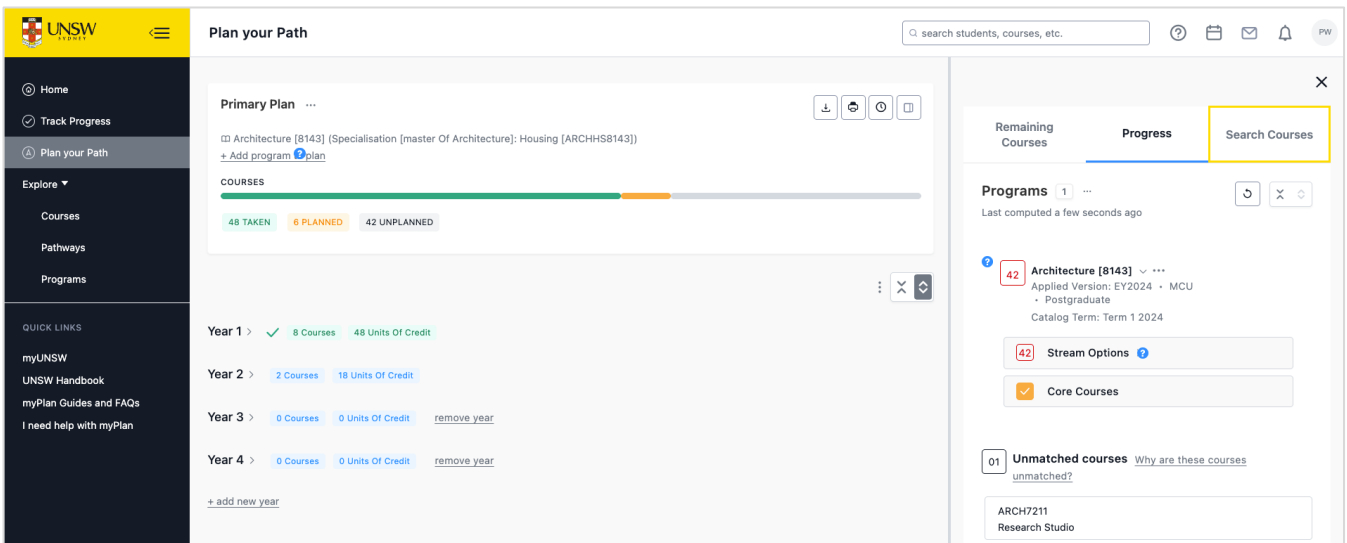
You can search for courses to obtain more information or add to the study plan. Some filters are automatically applied to help you search for courses that are applicable to your program for a specific teaching period. These filters can be removed or changed.

## Instructions:

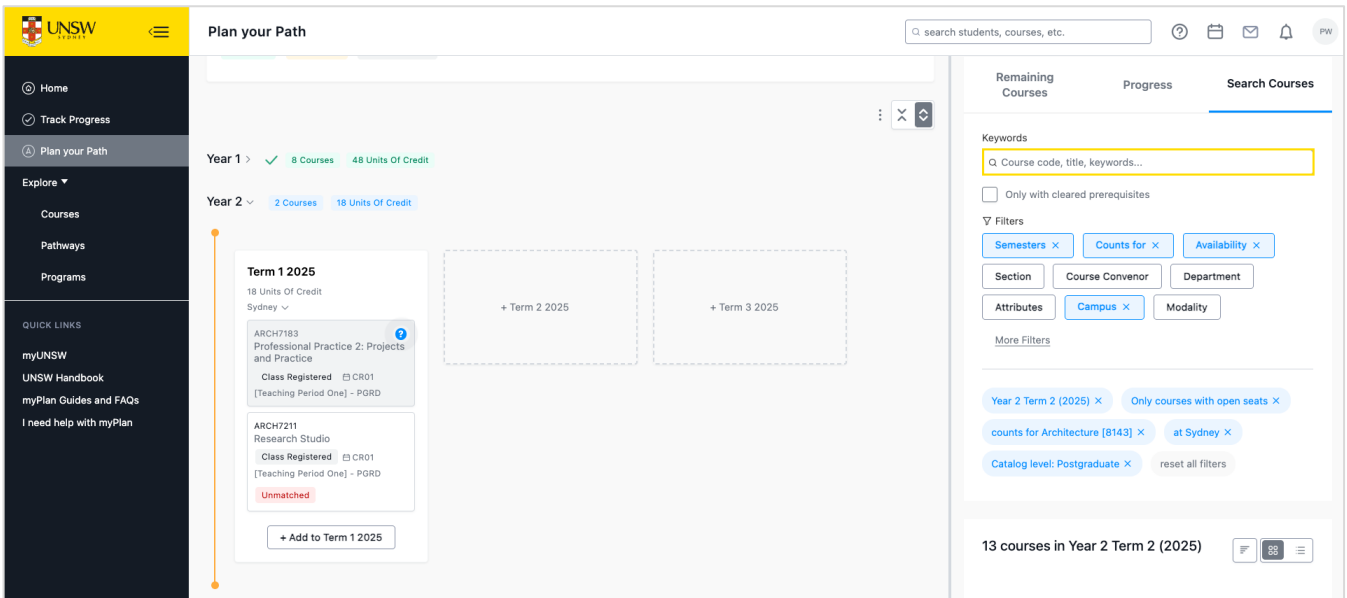
1. Select **Plan your Path** in the side menu or **Go to Planner** to access the Planner.



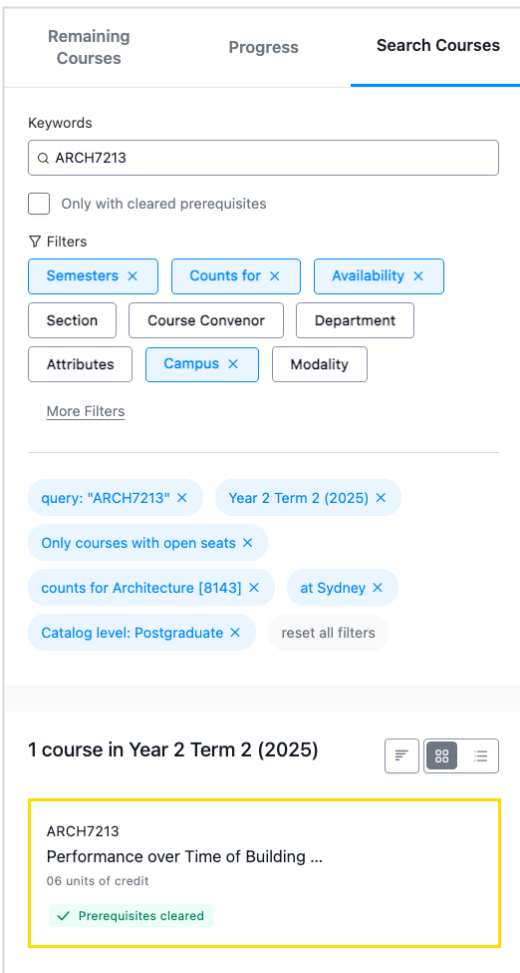
2. Select **Search Courses** from the sidebar.



3. Enter a course code or name in **Keywords** to search for the course.



4. Select the **course** to access additional information via the sidebar.



You can access additional information about a course or drag and drop a course into your study plan.

- Continue with step 5 for additional information about the course.
- Go to step 6 to add the course to your study plan.



5. Review the additional **course information**.

- a. Course name
- b. Course code
- c. Applicable units of credit
- d. Add to Remaining Courses icon
- e. Course details header
- f. The campus options where the course will most likely be offered
- g. The teaching periods when the course will most likely be offered
- h. Add To Plan button
- i. Course convenors
- j. Prerequisites
- k. Requirements the course can count towards
- l. Study levels e.g. Undergraduate or Postgraduate

You may also see:

- Course equivalents
- Anti-requisites indicating courses that overlap
- Exclusion courses
- Attributes indicating a specific tag

You can select **X** to exit the sidebar or **Back to Course Search** to return to Search Courses.

The screenshot displays the course details for 'Performance over Time of Building Systems' (ARCH7213). The course is worth 6 units of credit. It is available at the Sydney campus for Term 2 2025. The 'Add To Plan' button is highlighted. The course convenor is Riccardo Paolini, who has been teaching the course for 4 semesters. There are no known prerequisites. The course can count for several other courses, including Architecture [8143] in various stream options and Urban Conditions. The course is also available at the Postgraduate level.



6. Select **Add To Plan** to add the course to your study plan.

The screenshot shows the 'Plan your Path' interface. On the left, a navigation menu includes Home, Track Progress, Plan your Path, and Explore (Courses, Pathways, Programs). Below the menu are quick links for myUNSW, UNSW Handbook, myPlan Guides and FAQs, and I need help with myPlan. The main content area displays a study plan for Year 1 (8 Courses, 48 Units Of Credit) and Year 2 (2 Courses, 18 Units Of Credit). Under 'Term 1 2025', two course cards are visible: ARCH7183 (Professional Practice 2: Projects and Practice) and ARCH7211 (Research Studio). The ARCH7211 card has an 'Unmatched' status. A '+ Add to Term 1 2025' button is at the bottom of the card. To the right, there are dashed boxes for '+ Term 2 2025' and '+ Term 3 2025'. On the far right, a sidebar shows 'Performance over Time of Building Systems' (ARCH7213, 6 units of credit), 'Course Details', 'Campus' (Sydney), 'Semesters' (Term 2 2025), and a prominent blue '+ Add To Plan' button. Below this are sections for 'COURSE ENROLMENT (1)', 'Course Convenors (1)' (Riccardo Paolini), and 'Prerequisites'.

7. A **confirmation message** displays and the course is added to the study planner in the nominated teaching period.

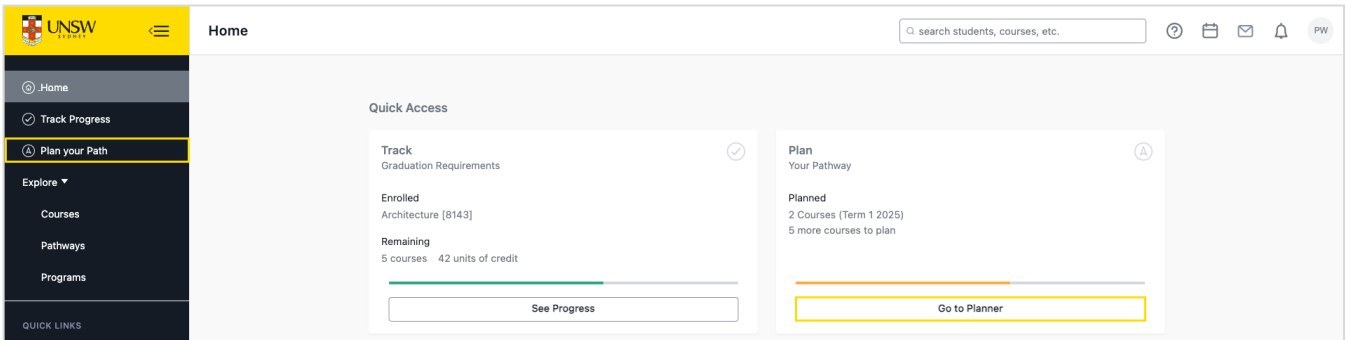
This screenshot shows the same interface after the course has been added. A green confirmation message 'ARCH7213 added to Term 2 2025' is displayed at the top. The Year 2 course count is now 3 (2 Courses, 24 Units Of Credit). The 'Term 2 2025' card is highlighted with a yellow border and contains the course ARCH7213 (Performance over Time of Building Systems) with an 'UNSPECIFIED SECTION' and a 'Select semester block' dropdown. The '+ Add to Term 2 2025' button is now greyed out. The right sidebar has updated: 'Term 2 2025' is now 'Planned', 'COURSE ENROLMENT (1)' shows 'No section selected', and 'Notes' includes an 'Add note' link. The 'Course Convenors (1)' and 'Prerequisites' sections remain the same.

# Refresh the study plan to update changes

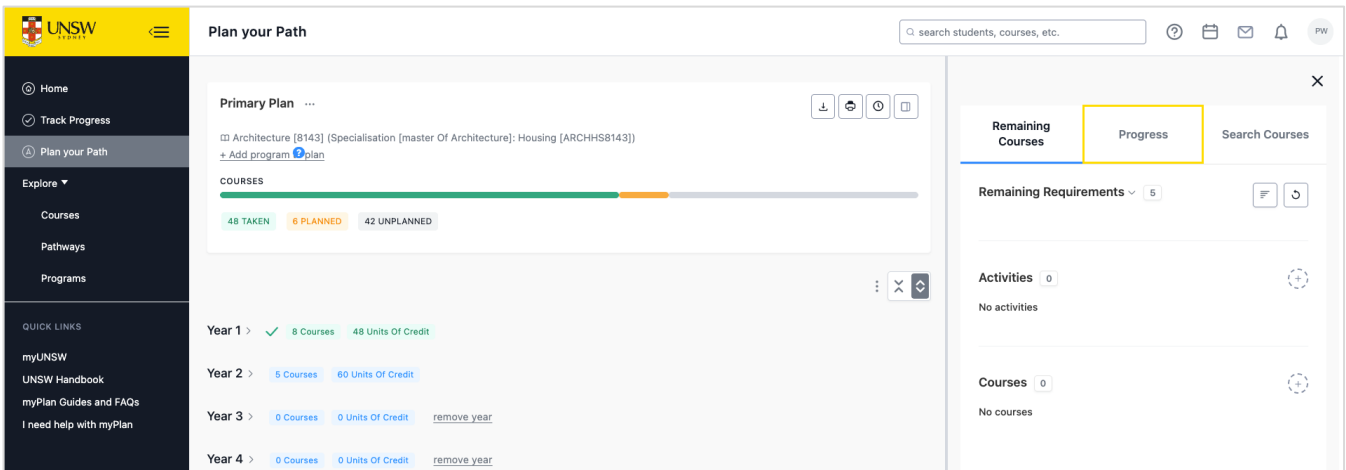
After you make changes to the study planner, you need to refresh myPlan. You can then check whether you are meeting your program requirements based on the courses you've added to your study plan.

## Instructions:

1. Select **Plan your Path** in the side menu or **Go to Planner** to access the Planner.



2. Select the **Progress** tab from within the study plan (if not already selected).



3. Select the **Refresh** icon to refresh the changes to the study plan.

The screenshot shows the 'Plan your Path' interface for Architecture [8143]. The primary plan shows 48 TAKEN, 6 PLANNED, and 42 UNPLANNED courses. The right sidebar has three tabs: 'Remaining Courses', 'Progress', and 'Search Courses'. The 'Remaining Courses' tab is active, and a refresh icon (a circular arrow) is highlighted with a yellow box. Below the tabs, there are program details for Architecture [8143] and a list of unmatched courses, including ARCH7211 Research Studio.

There is also a refresh icon on the Remaining Courses tab.

4. Select the **Remaining Courses** tab to check for remaining requirements.

This screenshot shows the 'Plan your Path' interface with the 'Remaining Courses' tab selected in the right sidebar. The primary plan now shows 48 TAKEN, 48 PLANNED, and 0 UNPLANNED courses. The 'Remaining Courses' tab in the sidebar is highlighted with a yellow box. The program details for Architecture [8143] are visible, showing 'Stream Options' and 'Core Courses' as checked.

5. Check for **remaining requirements** to confirm whether you are meeting the program requirements based on the courses you've added to the study plan.

This screenshot shows the 'Plan your Path' interface with the 'Remaining Courses' tab selected. The primary plan shows 48 TAKEN, 48 PLANNED, and 0 UNPLANNED courses. The right sidebar shows a message: 'No Remaining Requirements'. Below this, there is an 'Activities' section with '0' activities.

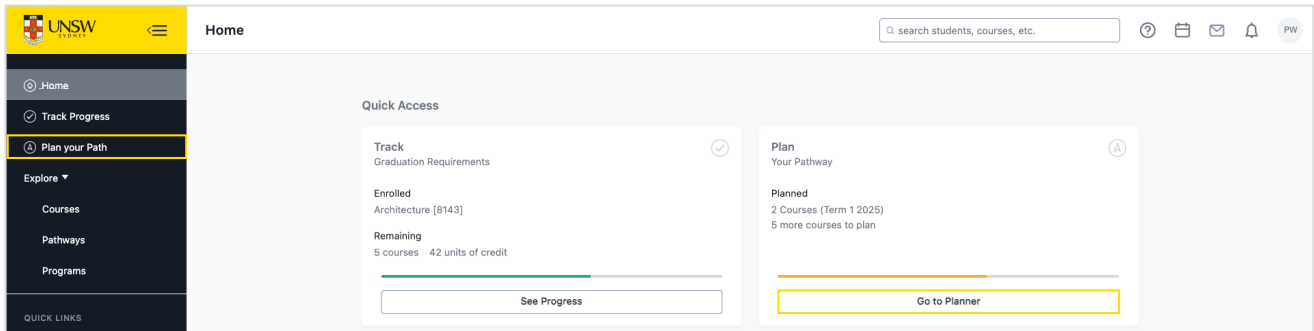


# Identify my graduation term

Review your study plan to confirm the last teaching period to determine your graduation term. A progress bar that only includes green (completed courses) and orange (planned courses) and no longer includes grey indicates the program is fully planned.

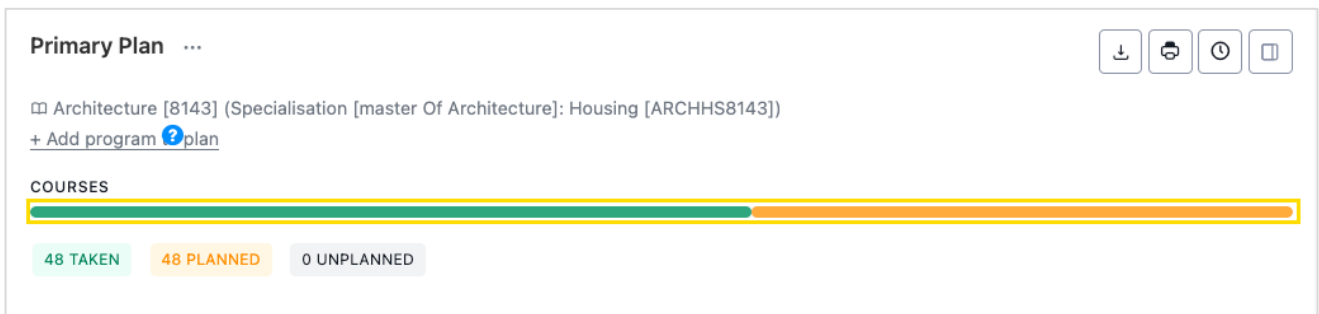
## Instructions:

1. Select **Plan your Path** or **Go to Planner** to access your study plan.



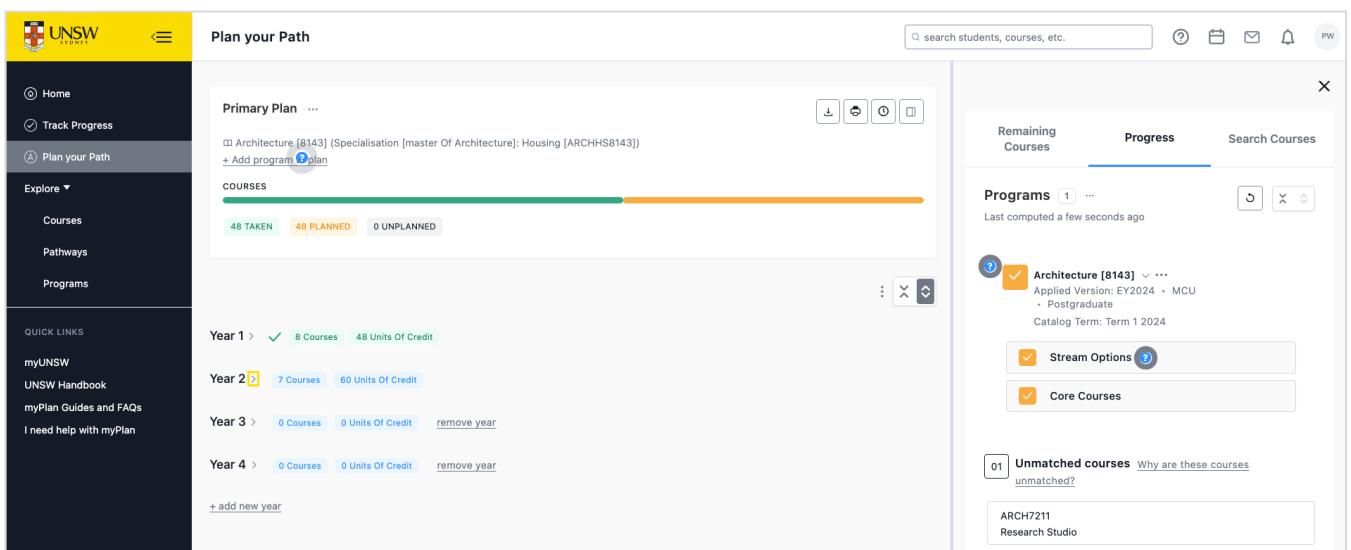
The screenshot shows the UNSW Home page. The navigation menu on the left has 'Plan your Path' highlighted. The main content area has a 'Quick Access' section with two cards: 'Track Graduation Requirements' and 'Plan Your Pathway'. The 'Plan Your Pathway' card shows 'Planned' courses for Term 1 2025 and a 'Go to Planner' button.

2. View the **progress bar** from within the study plan to confirm there is only green and orange and no grey.



The screenshot shows the 'Primary Plan' page for Architecture [8143]. It features a progress bar with 48 taken (green), 48 planned (orange), and 0 unplanned (grey) courses. The page also includes a '+ Add program ? plan' button and a 'COURSES' section.

3. Select the **dropdown arrow** for the last year of your study plan.



The screenshot shows the 'Plan your Path' page. The 'Year 4' dropdown menu is expanded, showing '0 Courses', '0 Units Of Credit', and a 'remove year' button. A '+ add new year' button is visible below the dropdown. The right sidebar shows 'Remaining Courses' and 'Progress' sections.



4. Refer to the **last teaching period** where a course is scheduled to confirm your graduation term.

Year 2 ▾ 7 Courses 60 Units Of Credit

### Term 1 2025

18 Units Of Credit  
Sydney ▾

ARCH7183  
Professional Practice 2: Projects and Practice ?

Class Registered  CR01  
[Teaching Period One] - PGRD

ARCH7211  
Research Studio

Class Registered  CR01  
[Teaching Period One] - PGRD

Unmatched

+ Add to Term 1 2025

### Term 2 2025

24 Units Of Credit  
Sydney ▾

ARCH7212  
Research Studio

UNSPECIFIED SECTION

Select semester block ▾

ARCH7252  
Major Design Studio

UNSPECIFIED SECTION

Select semester block ▾

+ Add to Term 2 2025

### Term 3 2025

18 Units Of Credit  
Sydney ▾

Architecture And Housing Electives ?

Architecture And Housing Electives

Prescribed Electives

+ Add to Term 3 2025



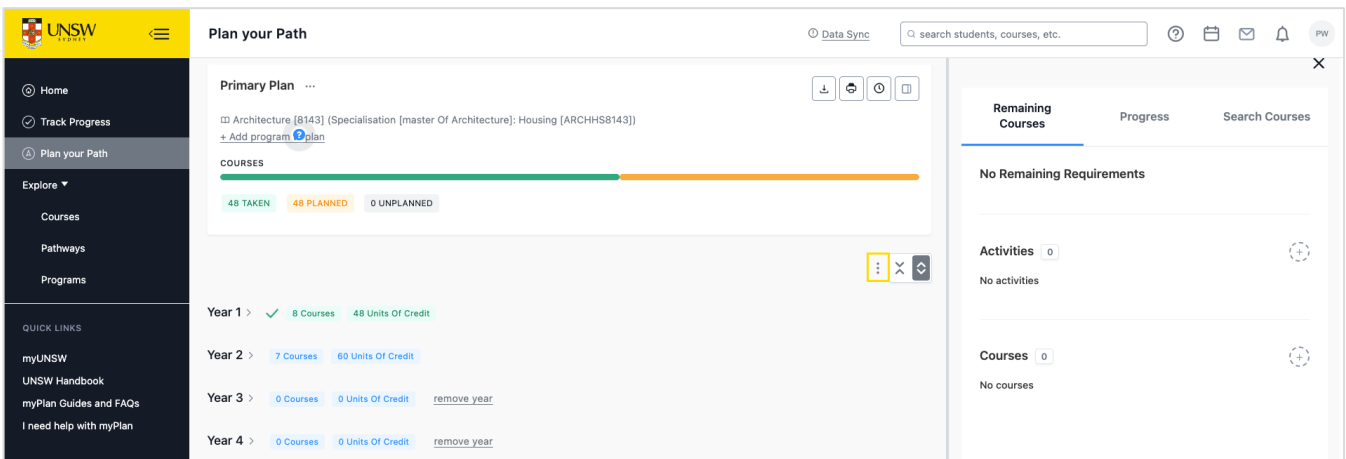
# Remove all future courses from the study plan

You may opt to remove all future courses or requirements from your study plan so you can plan again. You can remove all future courses through one simple action. It does not remove your enrolled courses or registered classes.

Select Plan your Path or Go to Planner to access your study plan.

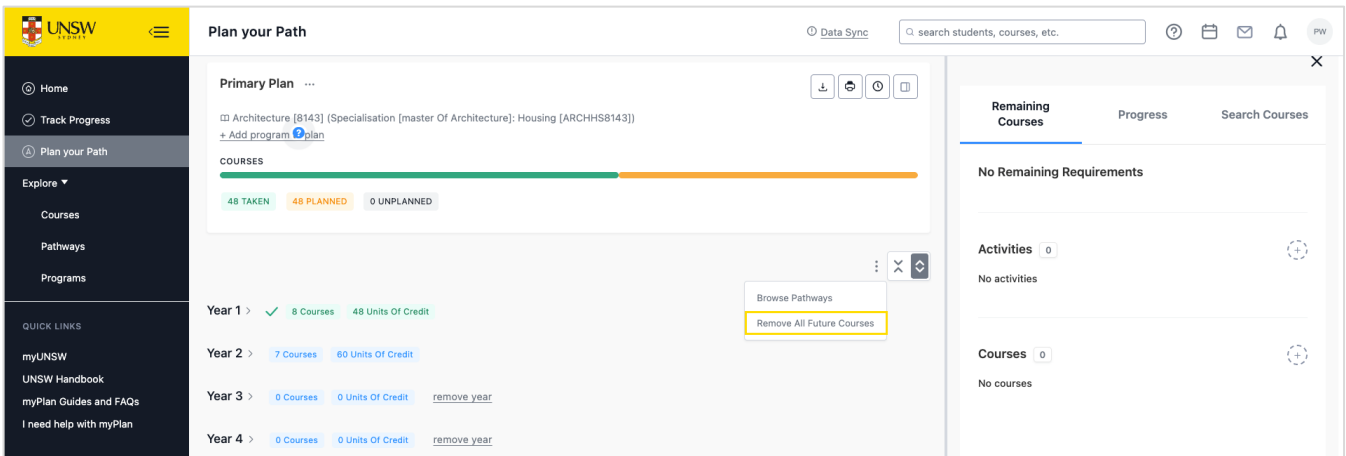
## Instructions:

1. In the study plan, select the **ellipsis** to view the options.



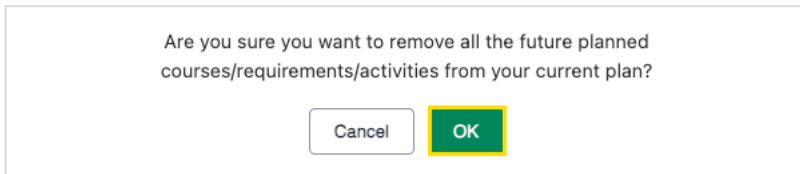
The screenshot shows the 'Plan your Path' interface. The 'Primary Plan' section is active, displaying a progress bar for 'COURSES' with 48 TAKEN (green), 48 PLANNED (orange), and 0 UNPLANNED (grey) courses. A dropdown menu is open, showing options: 'Browse Pathways' and 'Remove All Future Courses' (highlighted with a yellow box). The right sidebar shows 'Remaining Courses' with 'No Remaining Requirements', 'Activities' (0), and 'Courses' (0).

2. Select **Remove All Future Courses** from the dropdown.



The screenshot shows the 'Plan your Path' interface after selecting 'Remove All Future Courses'. The 'Primary Plan' section now shows 0 UNPLANNED courses. The dropdown menu is still open, with 'Remove All Future Courses' highlighted. The right sidebar remains the same, showing 'Remaining Courses' with 'No Remaining Requirements', 'Activities' (0), and 'Courses' (0).

3. Select **OK** to confirm you want to remove all future courses.



4. myPlan **refreshes** and any future courses or requirements return to Remaining Requirements and the progress bar updates.

UNSW SYDNEY

Plan your Path

Data Sync search students, courses, etc.

Home

Track Progress

Plan your Path

Explore

- Courses
- Pathways
- Programs

QUICK LINKS

- myUNSW
- UNSW Handbook
- myPlan Guides and FAQs
- I need help with myPlan

Primary Plan ...

Architecture [8143] (Specialisation [master Of Architecture]: Housing [ARCHH58143])

+ Add program plan

COURSES

48 TAKEN 6 PLANNED 42 UNPLANNED

Year 1 > 8 Courses 48 Units Of Credit

Year 2 > 2 Courses 18 Units Of Credit

Year 3 > 0 Courses 0 Units Of Credit [remove year](#)

Year 4 > 0 Courses 0 Units Of Credit [remove year](#)

Remaining Courses Progress Search Courses

Remaining Requirements 5

- ARCH7212 Research Studio
- ARCH7252 Major Design Studio
- Architecture and Housing Electives Architecture [8143] x2
- Prescribed Electives Architecture [8143]

# Add a specific course to Remaining Courses

myPlan allows you to add specific courses to Remaining Courses to easily access again later. You would do this when you are interested in a course but you are not yet ready to add to your study plan.

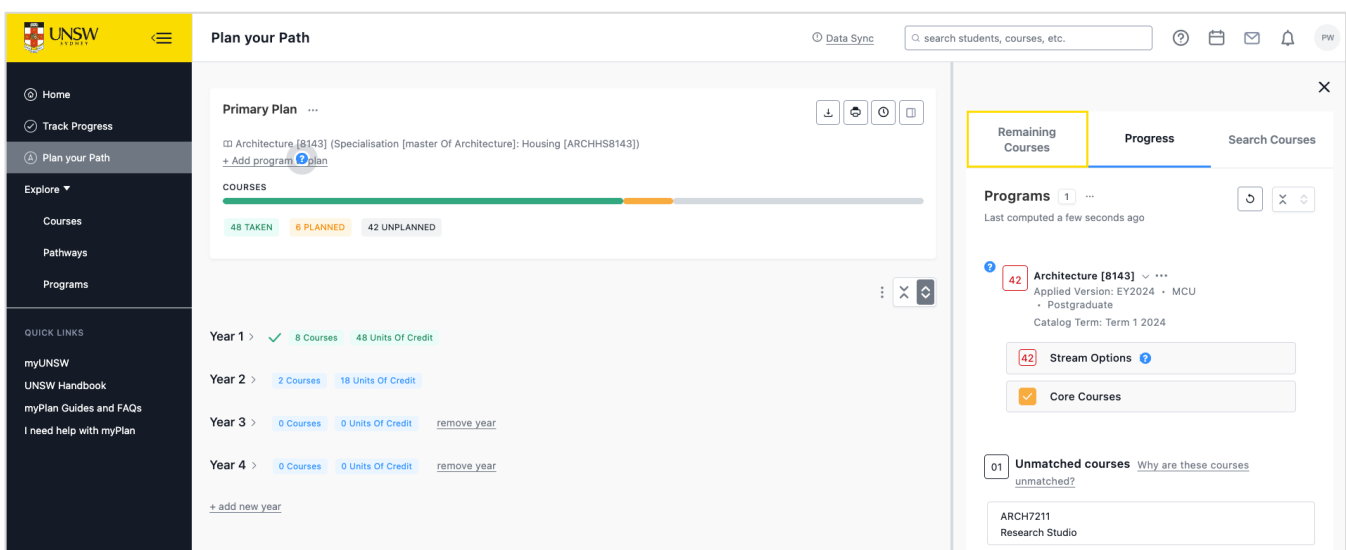
There are 2 ways to add a course to Remaining Courses:

1. Via Courses and then Specific Course
2. Via Courses and then Search Courses

Select Plan your Path or Go to Planner to access your study plan.

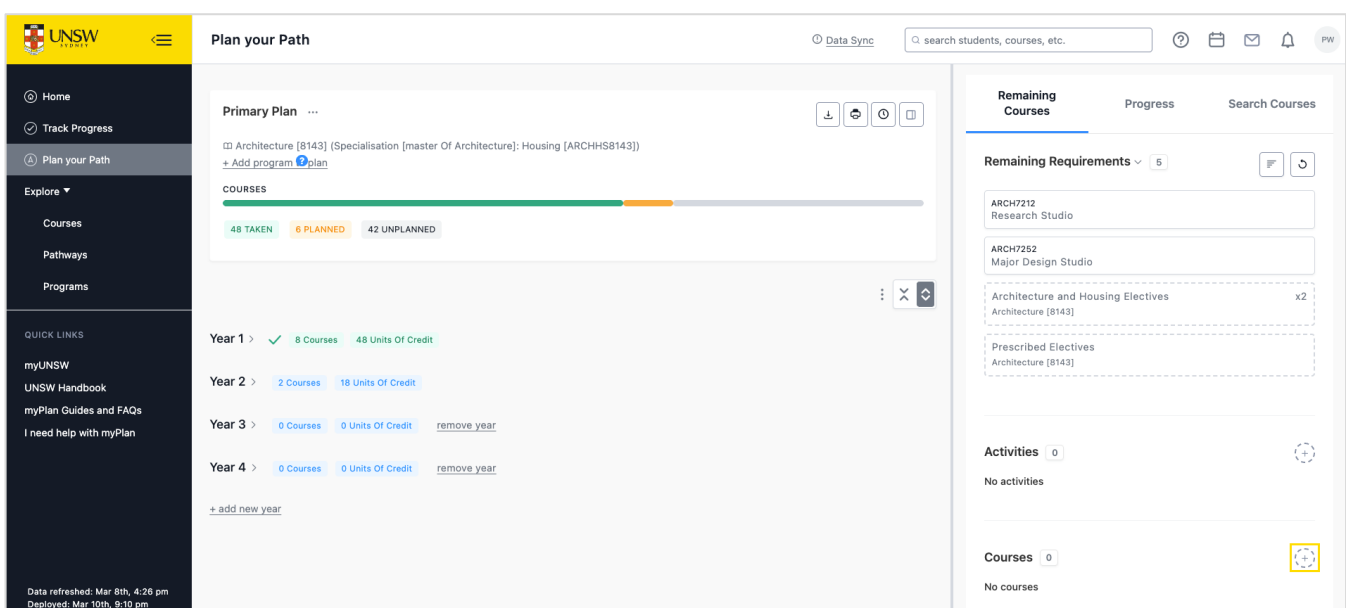
## Instructions:

1. In the study plan, select **Remaining Courses** (if not already selected).



The screenshot shows the 'Plan your Path' interface. The left sidebar contains navigation options like Home, Track Progress, Plan your Path, Explore, Courses, Pathways, Programs, and Quick Links. The main content area displays the 'Primary Plan' for 'Architecture [8143] (Specialisation [master Of Architecture]: Housing [ARCHHS8143])'. It shows a progress bar with 48 TAKEN, 6 PLANNED, and 42 UNPLANNED courses. Below the progress bar, it lists courses for Year 1 to Year 4. The right-hand panel is titled 'Remaining Courses' and shows a search bar and a list of courses. The first course listed is 'Architecture [8143]' with details like 'Applied Version: EY2024', 'MCU', 'Postgraduate', and 'Catalog Term: Term 1 2024'. There are also options for 'Stream Options' and 'Core Courses'.

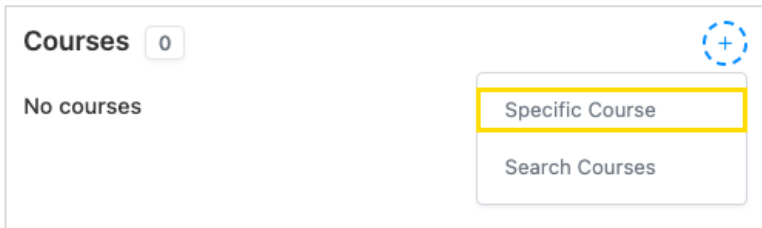
2. Select the **plus icon** next to Courses to access options.



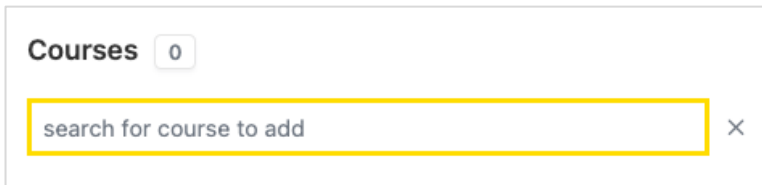
This screenshot shows the 'Remaining Courses' panel expanded. It displays a list of 'Remaining Requirements' with 5 items. The first two are 'ARCH7212 Research Studio' and 'ARCH7252 Major Design Studio'. The next two are 'Architecture and Housing Electives Architecture [8143] x2' and 'Prescribed Electives Architecture [8143]'. Below this, there are sections for 'Activities' (0) and 'Courses' (0). The 'Courses' section has a plus icon next to it. The main content area remains the same as in the previous screenshot.



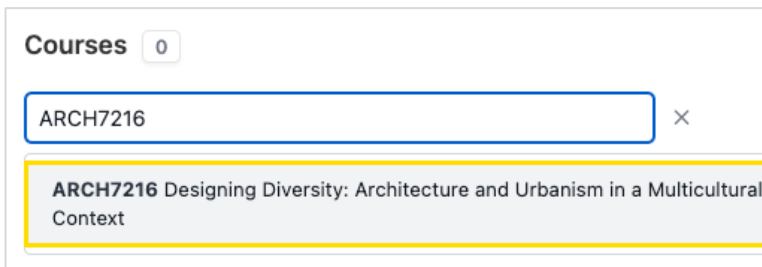
3. Select **Specific Course** to access the search functionality for a course.



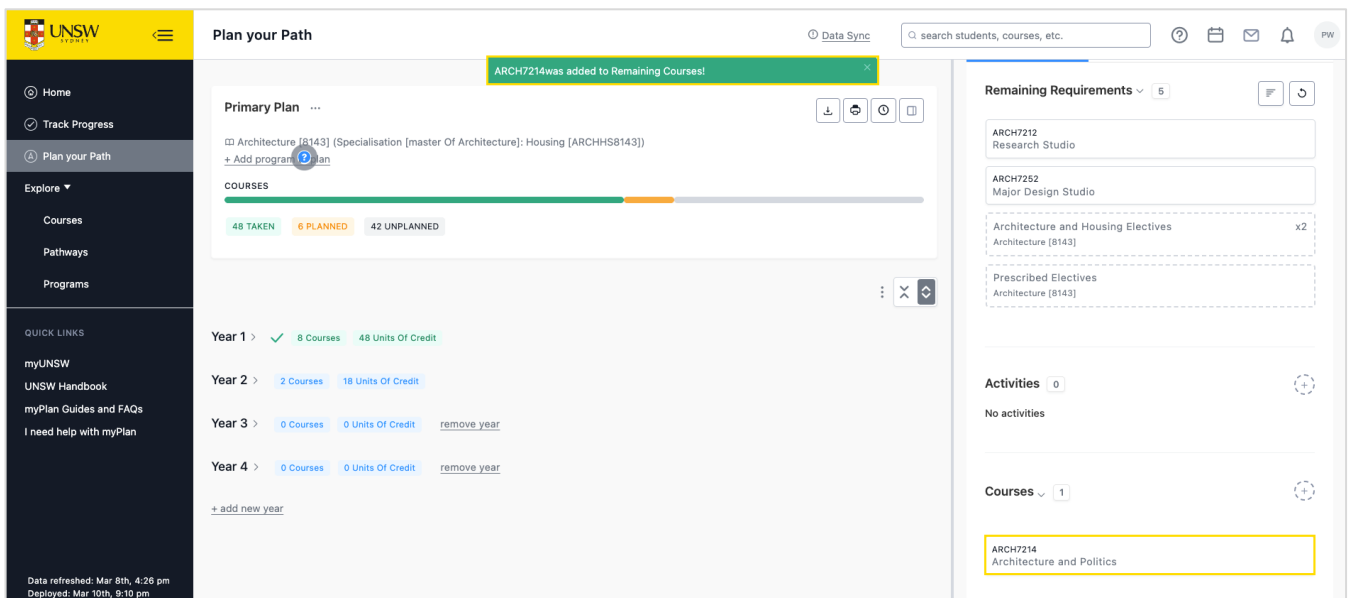
4. Enter a **course code or name** in the search field to search for a specific course.



5. Select the relevant **course** from the options to add to the courses list.



6. A **confirmation message** displays and the course is added to Remaining Courses.



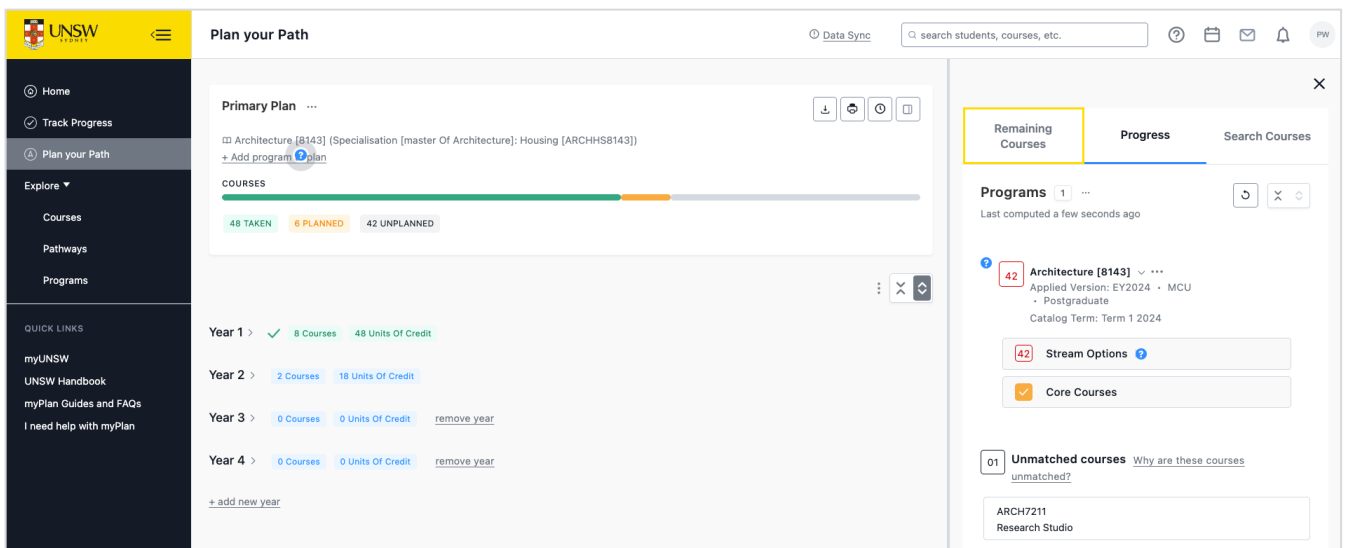
# Add an activity to Remaining Courses

myPlan allows you to add an activity to the Remaining Courses to easily refer to again later. You would do this when you want to add the activity to your study plan.

Select Plan your Path or Go to Planner to access your study plan.

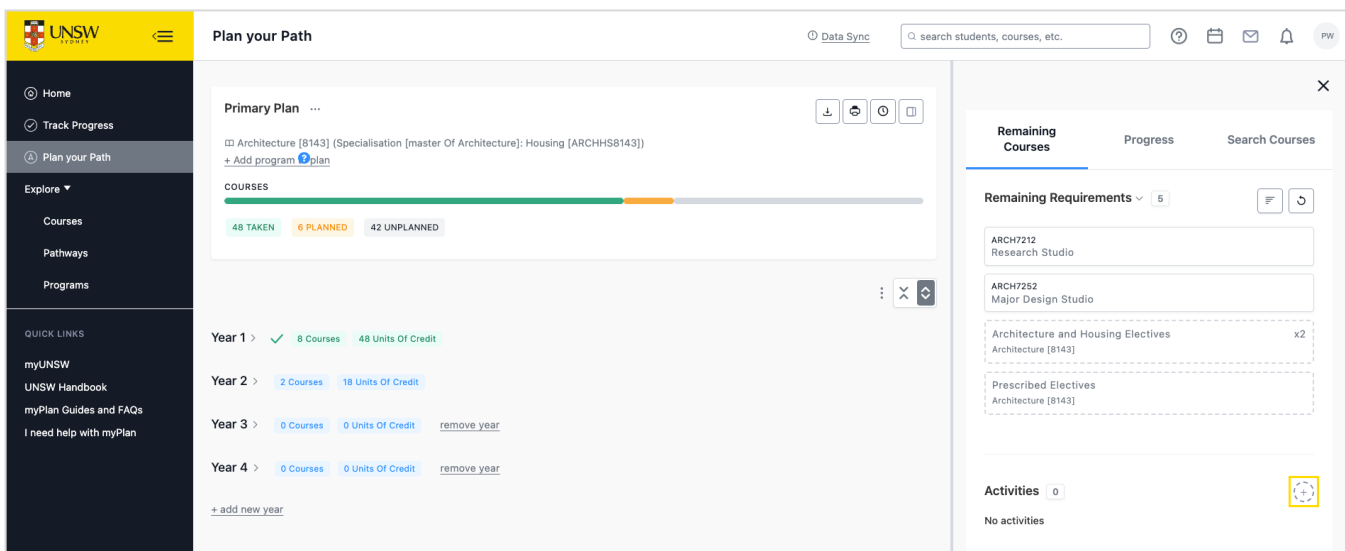
## Instructions:

1. In the study plan, select **Remaining Courses** (if not already selected).



The screenshot shows the 'Plan your Path' interface. The main area displays a 'Primary Plan' for Architecture [8143] with a progress bar showing 48 TAKEN, 6 PLANNED, and 42 UNPLANNED courses. The right-hand panel is open to the 'Remaining Courses' tab, showing a list of programs and courses. The 'Remaining Courses' tab is highlighted with a yellow box. Below the 'Remaining Courses' tab, there are sections for 'Programs' and 'Unmatched courses'. The 'Unmatched courses' section shows 'ARCH7211 Research Studio' with a plus icon next to it, indicating it can be added to the remaining courses.

2. Select the **plus icon** next to Activities to access options.



The screenshot shows the 'Plan your Path' interface. The main area displays a 'Primary Plan' for Architecture [8143] with a progress bar showing 48 TAKEN, 6 PLANNED, and 42 UNPLANNED courses. The right-hand panel is open to the 'Remaining Courses' tab, showing a list of remaining requirements and activities. The 'Activities' section is highlighted with a yellow box, showing 'No activities' and a plus icon next to it, indicating it can be accessed to add activities.

3. Enter the **Name of the activity**.

Activities 0

Name of the activity

Select Activity Type

Save Activity X

4. Go to the **Select Activity Type** dropdown and choose the activity type.

Activities 0

Attend conference

Select Activity Type

Save Activity X

5. Select **Save Activity** to save the activity in Remaining Courses.

Activities 0

Attend conference

Academic

Save Activity X

6. A **confirmation message** displays and the activity is added to Remaining Courses.

UNSW

Plan your Path

Attend conference was added

Primary Plan ...

Architecture [8143] (Specialisation [master Of Architecture]: Housing [ARCHHS8143])

COURSES

48 TAKEN 6 PLANNED 42 UNPLANNED

Year 1 > 8 Courses 48 Units Of Credit

Year 2 > 2 Courses 18 Units Of Credit

Year 3 > 0 Courses 0 Units Of Credit remove year

Year 4 > 0 Courses 0 Units Of Credit remove year

Remaining Courses

Remaining Requirements 5

ARCH7212 Research Studio

ARCH7262 Major Design Studio

Architecture and Housing Electives Architecture [8143] x2

Prescribed Electives Architecture [8143]

Activities 1

Academic Attend Conference

You can drag the activity and drop in the teaching period for where you plan to complete the activity.





# Add an activity to the study plan

myPlan allows you to add an activity directly to the study plan. You would do this when you want to add the activity to your study plan for a particular teaching period.

Select Plan your Path or Go to Planner to access your study plan.

## Instructions:

1. In the study plan, select the **dropdown arrow** to access the relevant teaching period.

The screenshot shows the 'Plan your Path' interface. The 'Primary Plan' section is expanded to show 'Year 2' with a dropdown arrow. The 'Remaining Courses' panel on the right shows a list of courses including ARCH7241, ARCH7254, and Architecture and Social Agency Electives.

2. Select the **teaching period** where you want to add the activity to access the Add button.

The screenshot shows the 'Plan your Path' interface. The 'Year 2' section is expanded to show 'Term 1 2025' with a dropdown arrow. The 'Remaining Courses' panel on the right shows a list of courses including ARCH7212, ARCH7252, and Architecture and Housing Electives.

3. Select the **Add to [teaching period]** button to access options.

The screenshot shows a user interface for Year 2 with 2 courses and 18 units of credit. It features three panels: 'Term 1 2025' (18 units), 'Term 2 2025' (0 units), and '+ Term 3 2025'. The 'Term 1 2025' panel lists two courses: ARCH7183 (Professional Practice 2: Projects and Practice) and ARCH7211 (Research Studio), both marked as 'Class Registered' and 'Unmatched'. The 'Term 2 2025' panel has a yellow box around the '+ Add to Term 2 2025' button.

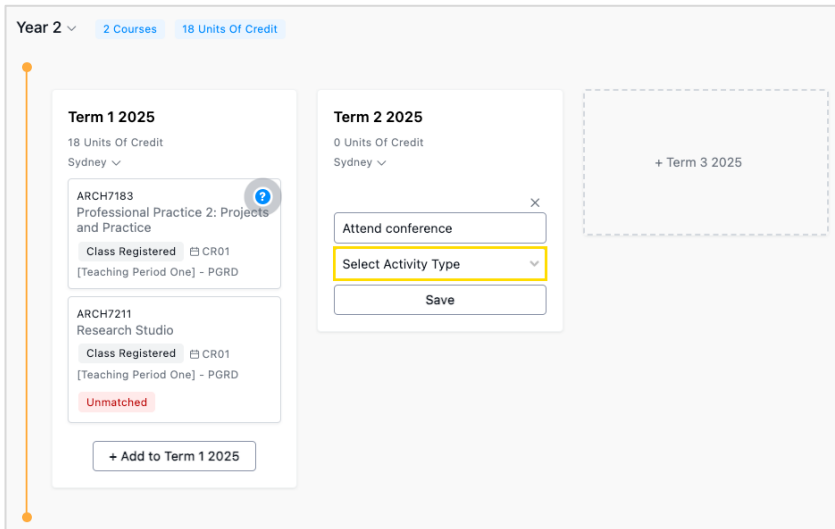
4. Select **Activity** to access a free text field for the teaching period.

This screenshot shows the same interface as the previous one, but with a dropdown menu open over the '+ Add to Term 2 2025' button. The dropdown menu contains four options: 'Specific Course', 'Requirement', 'Search Courses', and 'Activity'. The 'Activity' option is highlighted with a yellow box.

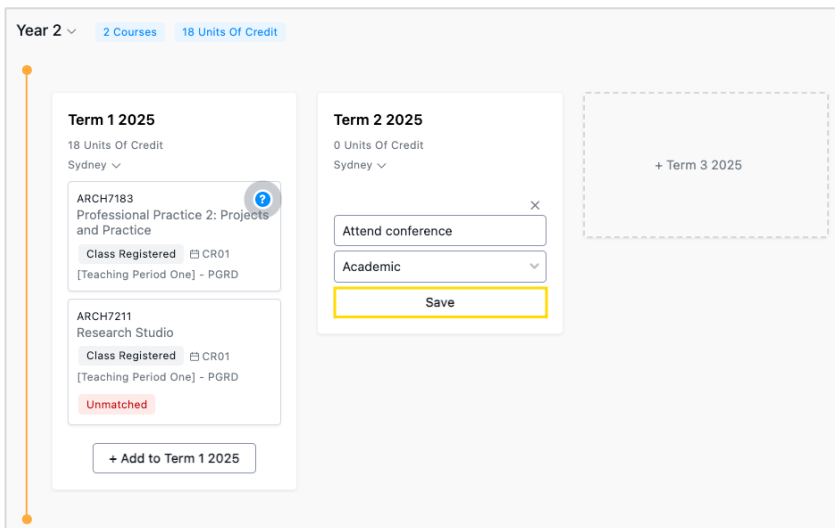
5. Enter the **Name of the activity**.

This screenshot shows the 'Activity' form open over the '+ Add to Term 2 2025' button. The form includes a text field for 'Name of the activity' (highlighted with a yellow box), a 'Select Activity Type' dropdown menu, and a 'Save' button.

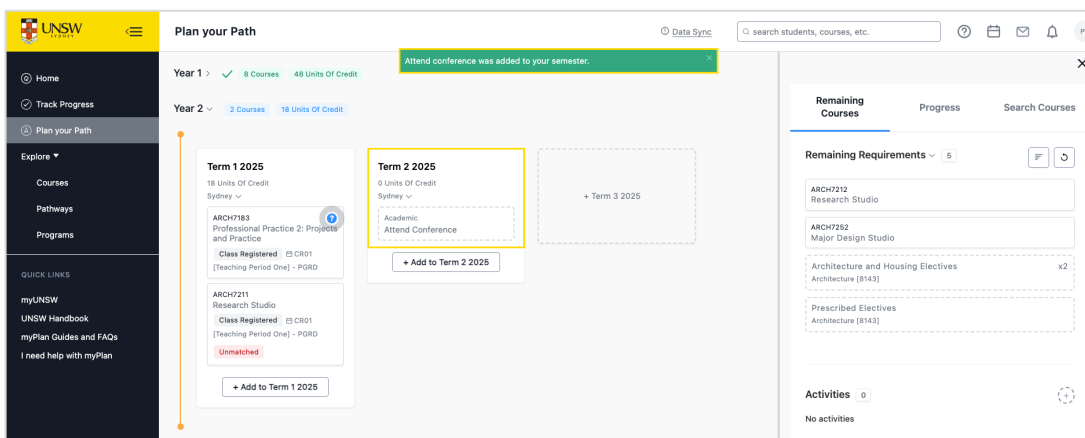
6. Go to the **Select Activity Type** dropdown and choose the activity type.



7. Select **Save** to save the activity to the study plan.



8. A **confirmation message** displays and the activity is added to the study plan.



Select the **Add to [teaching period]** button to continue adding activities to the relevant teaching period in your study plan.



# Add a note to an activity in Remaining Courses

myPlan allows you to add a note to provide more information about an activity. You can add a note to an activity within Remaining Courses.

Select Plan your Path or Go to Planner to access your study plan.

## Instructions:

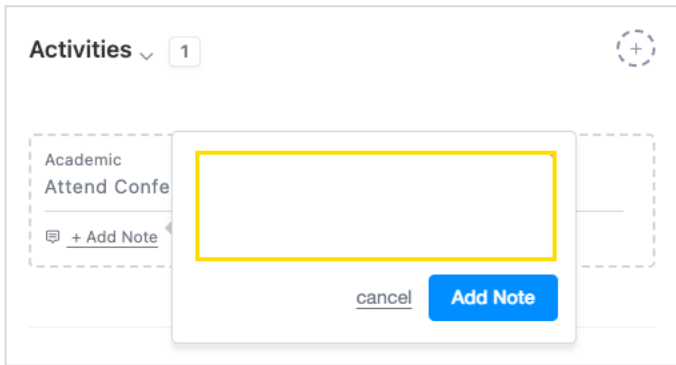
1. In the study plan, select **Remaining Courses** (if not already selected).

The screenshot shows the 'Plan your Path' interface. The left sidebar contains navigation options: Home, Track Progress, Plan your Path, Explore (Courses, Pathways, Programs), and QUICK LINKS (myUNSW, UNSW Handbook, myPlan Guides and FAQs, I need help with myPlan). The main content area displays the 'Primary Plan' for 'Architecture [8143] (Specialisation [master Of Architecture]: Housing [ARCHHS8143])'. It shows a progress bar with 48 TAKEN, 6 PLANNED, and 42 UNPLANNED courses. Below this, a table lists years 1 through 4 with their respective course and credit counts. The right-hand panel is titled 'Remaining Courses' and shows 'Architecture [8143]' with 'Stream Options' and 'Core Courses' buttons. A list of 'Unmatched courses' includes 'ARCH7211 Research Studio'.

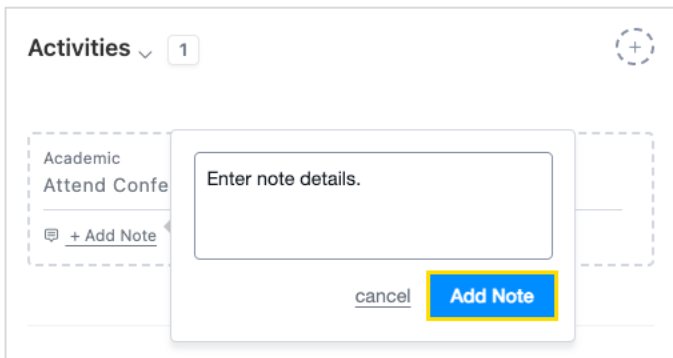
2. Hover over the activity and select the **Add Note** hyperlink.

This screenshot shows the same 'Plan your Path' interface, but the right-hand panel is now focused on 'Remaining Requirements'. It lists several requirements: 'ARCH7212 Research Studio', 'ARCH7252 Major Design Studio', 'Architecture and Housing Electives Architecture [8143] x2', and 'Prescribed Electives Architecture [8143]'. Below these, the 'Activities' section shows 'Academic Attend Conference' with a highlighted '+ Add Note' button.

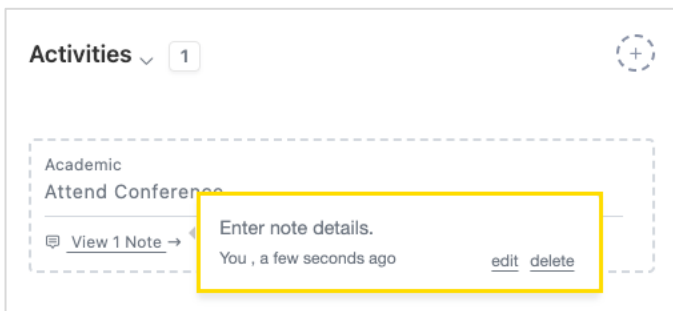
3. Enter the **details** of the note.



4. Select **Add Note** to save the note.



5. The note saves against the activity.



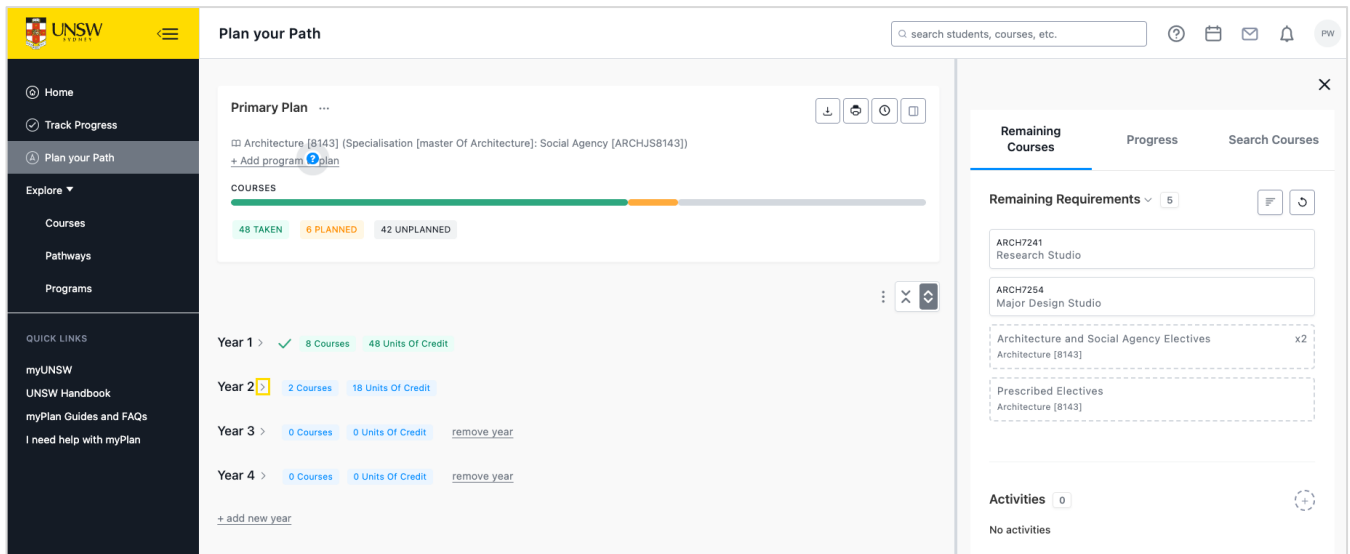
# Add a note to an activity in a teaching period

myPlan allows you to add a note to provide more information about an activity. You can add a note to an activity within a teaching period.

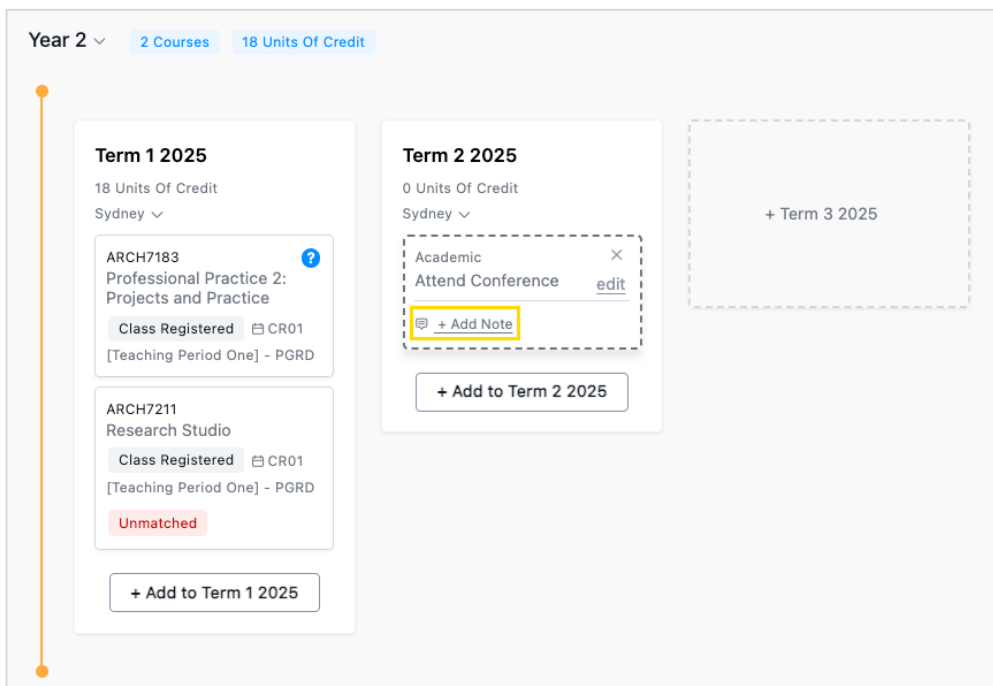
Select Plan your Path or Go to Planner to access your study plan.

## Instructions:

1. In the study plan, select the **dropdown arrow** to access the teaching period with an activity.



2. Hover over the activity and select the **Add Note** hyperlink.



3. Enter the **details** of the note.

The screenshot shows a user interface for Year 2 courses. On the left, under 'Term 1 2025', two courses are listed: ARCH7183 (Professional Practice 2: Projects and Practice) and ARCH7211 (Research Studio). On the right, under 'Term 2 2025', there is a section for 'Academic Attend Conferen' with a '+ Add Note' button. A modal dialog is open over this button, containing a text input field and 'cancel' and 'Add Note' buttons.

4. Select **Add Note** to save the note.

This screenshot is identical to the previous one, but the 'Add Note' button in the modal dialog is highlighted with a yellow box, indicating the user's selection.

5. The note saves against the activity.

The screenshot shows the course interface after the note has been saved. The 'View 1 Note' button is now visible next to the 'Academic Attend Conferen' section. A modal dialog is open over this button, displaying the note details: 'Enter note details.' followed by 'You , a few seconds ago' and 'edit delete' links.

