Student Peer Advising How-To’s:

Using Seawolf Scheduler

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**Step 1**
Log into your MySSU

![Image of MySSU login page]

**Step 2**
Click on “Student Center”.

![Image of Student Center page]

**Step 3**
Click on “Seawolf Scheduler”.

![Image of Seawolf Scheduler page]
Step 4
Click on “Open Seawolf Scheduler”. Make sure that your pop-up blocker is disabled to allow the Seawolf Scheduler to open in a new tab.

Step 5
Click on “Add Course”.

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Seawolf Scheduler

The Seawolf Scheduler helps you plan your class schedule. You may need to disable the pop-up blocker of your internet browser to successfully launch the Seawolf Scheduler.

**Instructions:**
1. **Open Seawolf Scheduler** Opens in new page.
2. Return to this window after clicking ‘Send Schedule to Shopping Cart’
3. Visit the **COURSE ENROLLMENT** page from your Student Center to continue with course enrollment.
Step 6
Select the subject and the course number and then click “Add Course”. You may also search by course attribute on the other tab.

Step 7
Once you’ve added courses to your list, you can generate a schedule for those classes by clicking on “Generate Schedules”. You can look at any generated schedule by clicking the “View” link on the left of the schedule.
Step 8

Once you’ve viewed the weekly schedule, all of the courses can be sent to your shopping cart for enrollment with the “Send to Shopping Cart” button.
Step 9
After sending the classes to your shopping cart, go back to the MySSU page and click on “Course Enrollment”.

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Instructions:

1. Open Seawolf Scheduler
   Opens in new page.

2. Return to this window after clicking ‘Send Schedule to Shopping Cart’

3. Visit the Course Enrollment page from your Student Center to continue with course enrollment
Step 10
Click on "Import Cart" and proceed with course enrollment.