How to View My Planned Classes.

1. Log into the portal at inside.cod.edu

   After logging in, click on **myACCESS for Students** then select “Student Planning” from the drop-down menu, then select “Student Planning Self Service.” Continue to Step 2.
2. You will now see your academic information. Under **Plan your Degree & Register for Classes** click on “Go to Plan & Schedule.”

3. Next, make sure the correct semester is displayed. If you don’t see the current semester click on the directional arrows “<” or “>” until the current term is displayed. To add the next semester, click on the “+” symbol.
4. Classes that have already been added to your plan will be displayed on the left side of the page and say “Planned.” If you’re viewing on a cell phone you must scroll down to see the planned classes. Please note, these classes are planned, you are not registered for these classes until you click the “Register” button. Once registered, the color changes to green and instead of “Planned” it will say “Registered” and there will be a “drop” button.