

## Using the Navigate Academic Planner Adding a “Placeholder” in future terms

Login at <https://run4success.navigate.eab.com>

**The Academic Planner is a tool within RU-Newark’s Navigate system that allows students to plan courses for future semesters and review those plans with advisors in a shared workspace.** See how graduation timelines change by taking courses in the summer or winter terms, or by planning additional academic programs. The Planner needs to be viewed on a laptop or desktop device, it is not yet available on the mobile app. The Planner is designed to help you visualize the path to completing your academic programs, it is not a degree audit tool. Use [Degree Navigator](#) to verify your graduation progress.

**Want to plan on taking one of your Core courses two years from now, but don’t need to spend time today selecting a specific course? Use a placeholder!** For example, you can plan to fulfill the University CORE requirements in future terms, then at a later date you can plan the specific course from the courses in the various CORE course lists.

Example: Use a placeholder to plan to take a course meeting the **CORE: Other Liberal Arts** requirement in the Fall 2024 semester.

My Planner

My Goals: [BA Unspecified Curriculum](#)

### Selected Template(s) Details

Show Matched Column

Bulk Add to Term

**Unspecified (Matriculating), no degree**  
2018 to 2024  
All students must declare a major and second concentration prior to completing 60 degree credits. Keep in mind that certain majors may have additional criteria for eligibility to declare.

COURSE MAP RECOMMENDATIONS	MATCHED
<b>Your placement test scores may require additional or fewer courses in Composition and Math.</b>	
> <b>CORE: Basic Writing Skills (English Composition I)</b>	1 COURSE(S) MATCHED
> <b>CORE: Quantitative Reasoning</b>	1 COURSE(S) MATCHED
> <b>CORE: Social Sciences</b>	1 COURSE(S) MATCHED
> <b>Free Elective</b>	
> <b>CORE: Basic Writing Skills (English Composition II)</b>	1 COURSE(S) MATCHED
> <b>CORE: Social Sciences</b>	1 COURSE(S) MATCHED
> <b>CORE: Other Liberal Arts</b>	

### My Academic Plan

#### 2024 Spring

Starts January 16, 2024  
CREDITS PLANNED: 0

**Courses (5)**

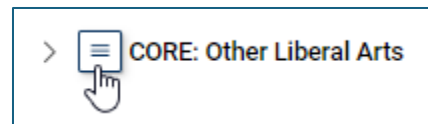
- 21:216:205 - FOUNDBIOECO&EVOL LEC  
Section: 01 -- In Progress
- 21:216:206 - FOUNDBIOECO&ECOL LAB  
Section: 07 -- In Progress
- 21:355:102 - ENGLISH COMPOSITION  
Section: 32 -- In Progress
- 21:640:114 - PRECALCULUS  
Section: 70 -- In Progress
- 21:920:201 - INTRO TO SOCIOLOGY  
Section: 90 -- In Progress

#### 2024 Fall

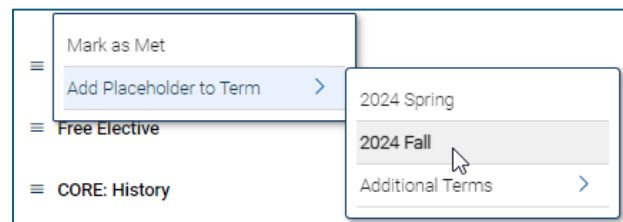
Starts September 03, 2024  
CREDITS PLANNED: 0

**Hint:** Make more room to see course titles by minimizing the Planning Tools panel on the left.

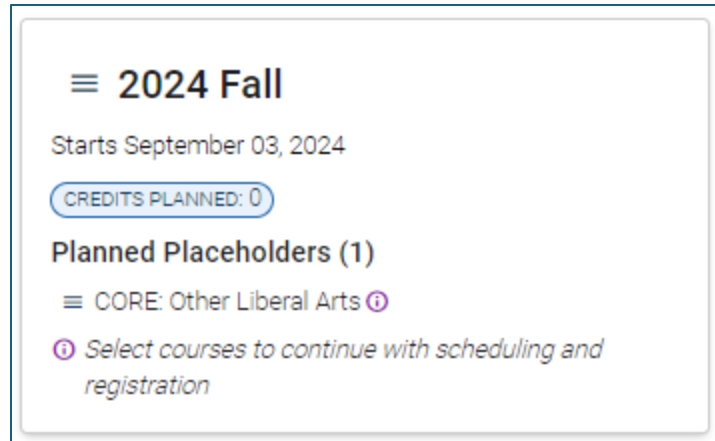
Click the hamburger icon next to **CORE: Other Liberal Arts**.



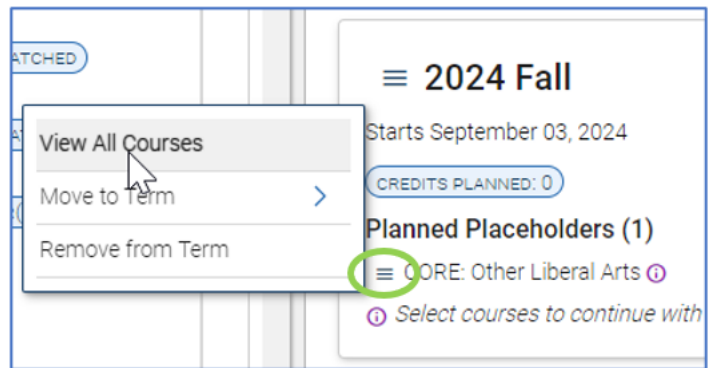
Choose 'Add Placeholder to Term' and select the desired term.



The placeholder will appear in the **'My Academic Plan'** panel on the right.

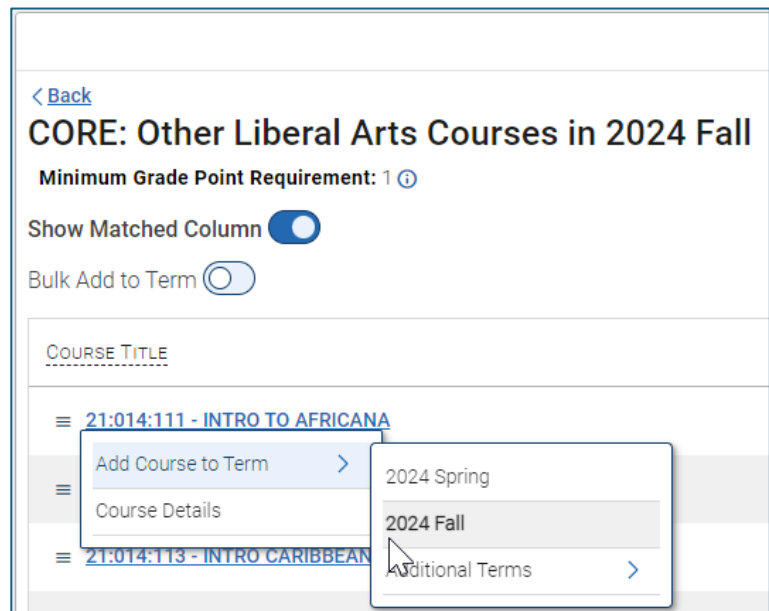


When you are ready to select a course, click on the hamburger icon then select **'View All Courses'**.



A list of courses appears in the middle panel and you can add a course to your selected term.

When you select a course the **'Planned Placeholder'** text will disappear from your plan and the course will appear.



## Terminology

- **My Academic Plan** – the portion of the Planner where you will always see your current plan. You can change it by adding and removing courses from other parts of the Planner.
- **Academic program** - also called a major, second concentration, or minor.
- **Template** - in the Planner, a template is a list of all the courses required for a major or minor. Major templates include the University’s Core course requirements, as well as placeholders indicating that students in SASN, SPAA, and SCJ are required to complete a second concentration or a minor.

### Tools for academic planning, scheduling, and registration:

- [Planner](#)
- [Academic Catalog](#)
- [Schedule of Classes](#)
- [Course Schedule Planner](#)
- [WebReg](#)
- [Degree Navigator](#)

Questions? Contact us at [student.success@newark.rutgers.edu](mailto:student.success@newark.rutgers.edu)

- Olivia Polkuzio, Research Analyst
- Dr. Anne Van Der Karr, Ph.D., Executive Director for Student Retention