Accessing and Understanding Your Patriot Planner

That Patriot Planner gives you the opportunity to create an individualized semester-by-semester electronic degree plan that you can access 24/7. The Patriot Planner uses your Patriot Advisement Report or PAR, your official electronic degree plan at UT Tyler, and lets you plan which semesters you will take the courses required for your degree. Students can access the Patriot Planner by logging into myUTTyler. The easiest way to find the myUTTyler link is to visit www.uttyle.edu/students and select the myUTTyler Login box.

Enter your myUTTyler login and password and you will be taken to your myUTTyler Student Homepage. Select the Manage Classes tile.

![Image of myUTTyler homepage with Manage Classes tile highlighted.](image-url)
From the Manage Classes tile select Planner from the left navigation menu and then select Plan by My Requirements which will take you to the Plan by My Requirements page.

This page looks almost exactly like your PAR, but this report has the title Play By My Requirements at the top of the screen. As you scroll through the page you’ll notice a column called “Add to Planner” that is available for every course. You can check the boxes under the Add to Planner column for the courses you plan to register for in the future. Continue scrolling through the page and checking the Add to Planner checkbox on any course you need to complete for your major and/or minor requirements.
Return to the top of the page and click the Add to Planner button and then select Planner from the left navigation menu.

Once you’ve returned to your Patriot Planner all the courses you added are now displayed under the Unassigned Courses section. From here you can see which semester each course is typically offered. To move courses to a specific semester you can check the box for each course under the Select column and then use the drop down arrow for the “Move Selected Course to Term” and select a future semester you plan to enroll in those courses. Once you’ve selected the courses and the appropriate semester they should be moved to, click the Move button.
Once you click the Move button you’ll see your courses have been moved to the semester you selected.

Continue selecting courses and moving them to the semester you plan to enroll in them. Keep in mind, you can only move a course to a semester if that semester is listed in the Typically Offered column. If you try and move a course to a Spring semester that is only typically offered in the Fall semester you will get an error message and will not be allowed to move the course to that specific semester.

As you’re planning your courses it’s important keep in mind if there are any pre-requisites for the course. If there is a pre-req for your course there will be a Yes in the Prereg column. Select the hyperlinked Yes and you will be taken to the Course Detail. Look at the Enrollment Requirement to see if any pre-requisites are listed.
Once you have planned out your degree requirements it is important to talk to your academic advisor about the plan you’ve made. Sometimes even though you can schedule courses in the same semester your advisor may recommend taking them in different semesters based on feedback they’ve received from faculty and previous students.