1. **LOG IN**
   - Go to my.cpp.edu
   - Sign in, Click on Student Center
   - Click on "Schedule Builder"

2. **CLICK ON "SCHEDULE BUILDER"**
   - Click on "Click Here"
   - To Easily Plan Your Class Schedule

3. **ADD COURSES**
   - To Take Next Term

4. **ADD BREAKS**
   - To Block Off Times For No Class

5. **GENERATE**
   - All Possible Schedules

6. **VIEW**
   - To See Each Schedule

7. **SEND TO SHOPPING CART**
   - From the "View" Screen, Click the "Shopping Cart" Button to Begin Registration!