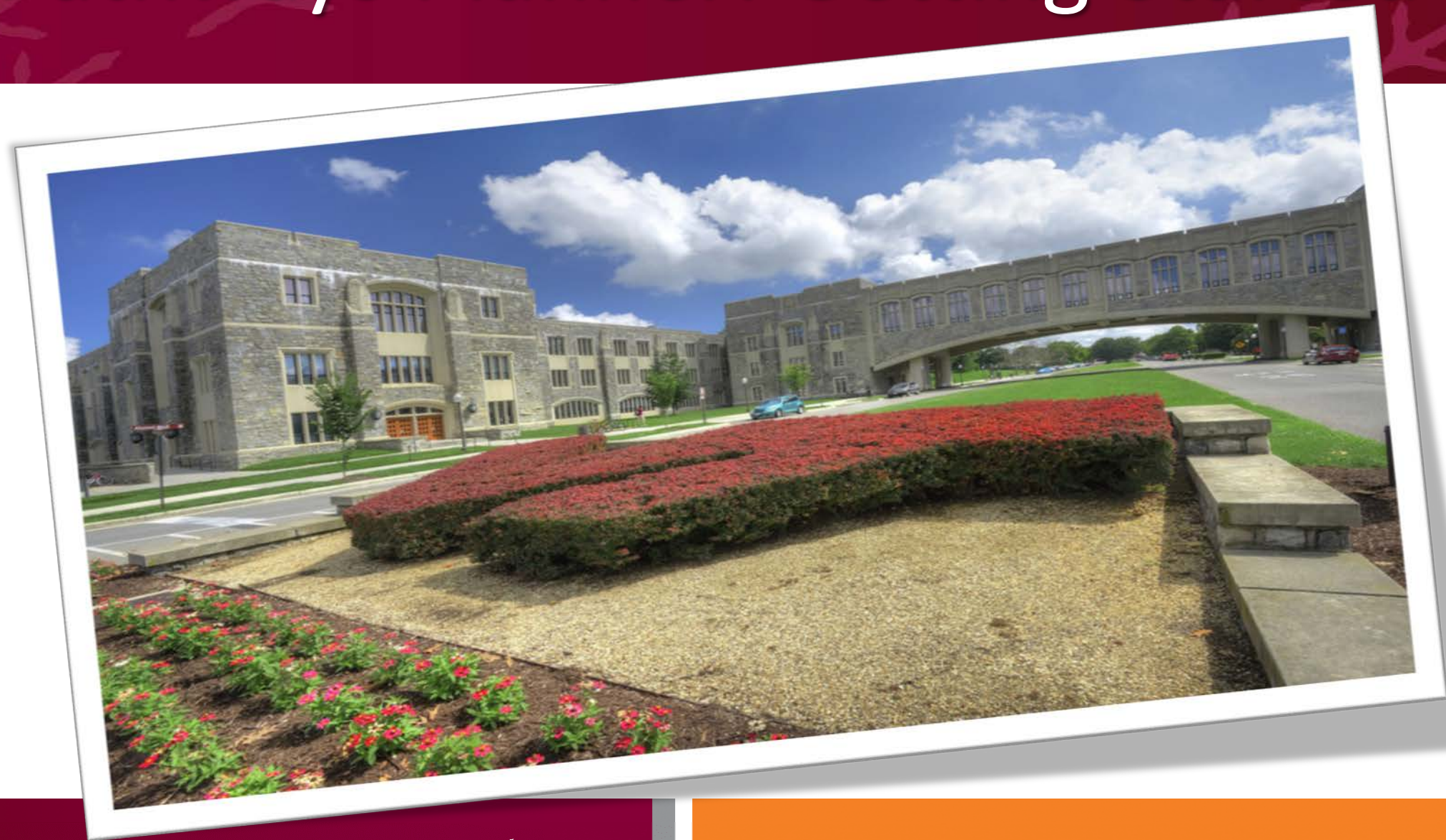


Pathways Planner: Getting Started



Why should I use the Pathways Planner?

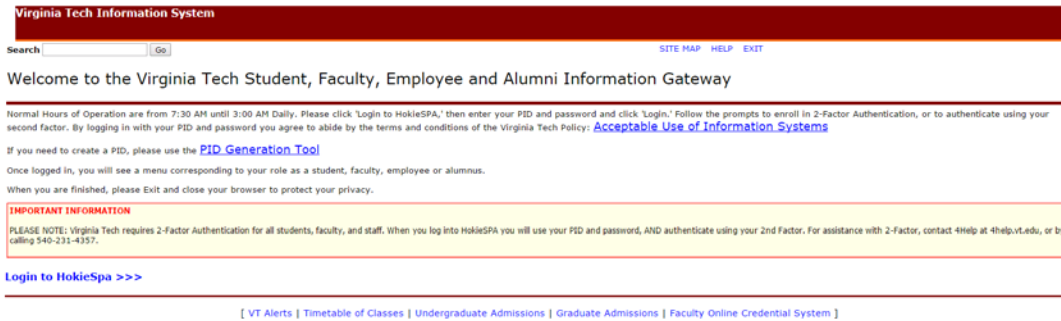
The Pathways Planner is a comprehensive way for you to plan your time at Virginia Tech. While planning your courses is a central piece of this process, it is also crucial to begin thinking about your long-term goals, extra and co-curricular activities and other aspects of your college career. The Pathways Planner will help you do all of this!

- Upon completing the Pathways Planner, you will:
 - Have outlined a tentative framework for your time at Virginia Tech, including classes, extra and co-curricular activities, and future goals, and you will be able to visualize the timeline in which this may occur.
 - Be able to navigate University resources necessary for planning and putting into action your academic and life goals.
 - Be able to articulate the importance of extra and co-curricular activities related to your academic endeavors.

Completing the Pathways Planner takes time. Don't expect to sit down and complete it in a few minutes. Also keep in mind that the Pathways Planner is a living document...you can make changes to your Pathways Planner throughout your time at Virginia Tech as your goals and plans evolve. It is imperative you consult your academic advisor with any questions or concerns you may have.

Login to Hokie Spa

- Go to Hokie Spa



Virginia Tech Information System

Search

[SITE MAP](#) [HELP](#) [EXIT](#)

Welcome to the Virginia Tech Student, Faculty, Employee and Alumni Information Gateway

Normal Hours of Operation are from 7:30 AM until 3:00 AM Daily. Please click 'Login to HokieSPA,' then enter your PID and password and click 'Login.' Follow the prompts to enroll in 2-Factor Authentication, or to authenticate using your second factor. By logging in with your PID and password you agree to abide by the terms and conditions of the Virginia Tech Policy: [Acceptable Use of Information Systems](#)

If you need to create a PID, please use the [PID Generation Tool](#)

Once logged in, you will see a menu corresponding to your role as a student, faculty, employee or alumnus.

When you are finished, please Exit and close your browser to protect your privacy.

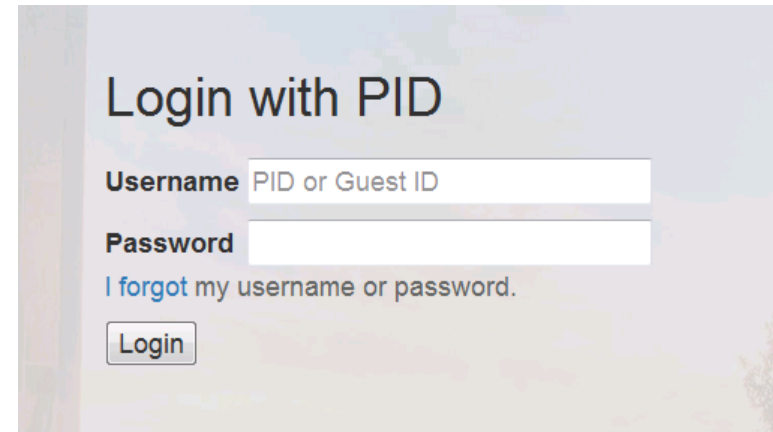
IMPORTANT INFORMATION

PLEASE NOTE: Virginia Tech requires 2-Factor Authentication for all students, faculty, and staff. When you log into HokieSPA you will use your PID and password, AND authenticate using your 2nd Factor. For assistance with 2-Factor, contact 4Help at 4help@vt.edu, or by calling 540-231-4357.

[Login to HokieSpa >>>](#)

[[VT Alerts](#) | [Timetable of Classes](#) | [Undergraduate Admissions](#) | [Graduate Admissions](#) | [Faculty Online Credential System](#)]

- Enter your PID and password



Login with PID

Username

Password

[I forgot my username or password.](#)

[Terms of Use](#) | © 2016 Virginia Polytechnic Institute and State University

*You will be prompted to login with 2-factor *

Selecting Pathways Planner

- Select Pathways Planner from your Hokie Spa main menu

The screenshot shows the Virginia Tech Information System main menu. The 'Pathways Planner' link is highlighted with a red arrow. The menu includes various options such as Grades Menu, Degree Menu, Transcripts and Certifications Menu, FERPA, V.A. Enrollment Certification Form, Information for New Students, Student Conduct Notifications, University Account Information, Financial Aid Information, Housing and Dining Services, Hokie Passport Services, Personal Information, University Catalog Page, Student Organizations Menu, and Pathways Planner.

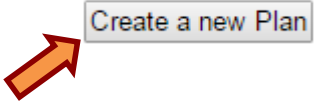
- Then select Pathways Planner

The screenshot shows the Virginia Tech Pathways Planner interface. The 'Pathways Planner' button is highlighted with a red arrow. The interface includes a search bar, navigation links (RETURN TO MENU, SITE MAP, HELP, EXIT), and several informational boxes. One box says 'Start here! This course planning tool has recently been upgraded to allow you to plan out your course of study semester by semester.' Another box says 'Once you have finished planning, please click the following link.' and 'Evaluate Plan'. A third box says 'Click the following link to update the optional Self-Inventory along with your Extra and Co-Curricular Activities.' and 'Update Questionnaire'.



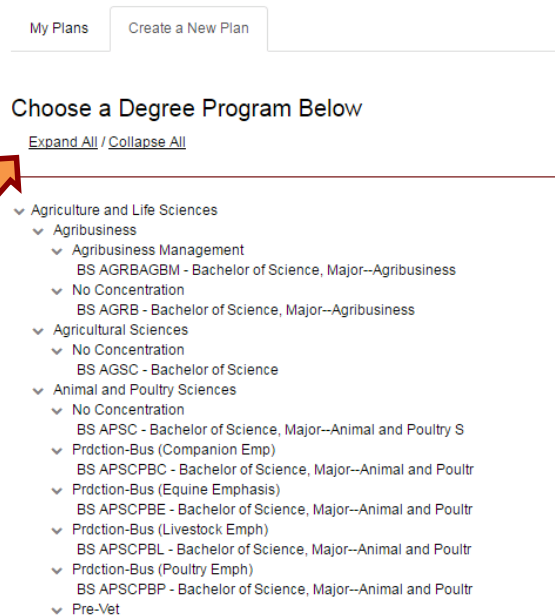
Creating a Plan

- Choose the **Create a New Plan** button



Create a new Plan

- Click **Expand All** above the drill-down list to expand the nested college, department, and degree program to select your intended major



My Plans Create a New Plan

Choose a Degree Program Below

[Expand All / Collapse All](#)

- ✓ Agriculture and Life Sciences
 - ✓ Agribusiness
 - ✓ Agribusiness Management
 - BS AGRBAGBM - Bachelor of Science, Major--Agribusiness
 - ✓ No Concentration
 - BS AGRB - Bachelor of Science, Major--Agribusiness
 - ✓ Agricultural Sciences
 - ✓ No Concentration
 - BS AGSC - Bachelor of Science
 - ✓ Animal and Poultry Sciences
 - ✓ No Concentration
 - BS APSC - Bachelor of Science, Major--Animal and Poultry S
 - ✓ Prdction-Bus (Companion Emp)
 - BS APSCPBC - Bachelor of Science, Major--Animal and Poultr
 - ✓ Prdction-Bus (Equine Emphasis)
 - BS APSCPBE - Bachelor of Science, Major--Animal and Poultr
 - ✓ Prdction-Bus (Livestock Emph)
 - BS APSCPBL - Bachelor of Science, Major--Animal and Poultr
 - ✓ Prdction-Bus (Poultry Emph)
 - BS APSCPBP - Bachelor of Science, Major--Animal and Poultr
 - ✓ Pre-Vet

Creating a Plan Cont'd

- After you select your intended degree/major:
 - Name your plan
 - Enter the first term and year you would like to be planning
 - The term must be a future term
 - Enter the number of years until you intend to graduate from the drop down

Please note that all fields are required

- Click the **Add Plan** button

My Plans Create a New Plan

Enter Plan Information Here:

Program: BS AGRBAGBM - Bachelor of Science, Major--Agribusiness


Plan Name: AGRBAGBM plan

Term: Fall

Year: 2016

Years To Graduation: 4

Add Plan



Creating a Plan Cont'd

- Your plan has been created! To access and edit it, click its name in the list of your plans. Pre-existing plans can also be opened from this list.

My Plans	Create a New Plan				
Preferred	Edit Plan	Action	Updated	User	PDF
★	AGRBAGBM plan	Select... ▼	Sep 2, 2016		PDF
☆	Test 3	Select... ▼	Sep 2, 2016		PDF

- You can change your **Preferred** plan at any time by clicking the ☆ (star) icon to the left of the plan name you wish to select. Once you have clicked the star icon, the icon will fill-in.

Plan Builder

Plan Builder

Step 1:

Click or tap a course to view more details about that course.

Step 2:

Drag course into appropriate Term on your Plan.

Step 3:

Use the "check" Plan button to check your Plan against the audit to ensure requirements are fulfilled as needed.

[Hide Help](#)

Audit: BS AGRBAGBM

Program: BS AGRBAGBM - Bachelor of Science, Major--Agribusiness

[Expand All](#) / [Collapse All](#)

-----> AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED <-----

- > APPLICATION FOR DEGREE REQUIRED
- > TRANSFER CREDIT LIMIT CHECK - NO MORE THAN 50 PERCENT OF THE CREDITS REQUIRED FOR GRADUATION MAY BE TRANSFERRED FROM TWO-YEAR COLLEGES
- > ADMISSIONS FOREIGN LANGUAGE REQUIREMENT COMPLETED BY HIGH SCHOOL FOREIGN LANGUAGE
- > OVERALL GPA MUST BE 2.0000 OR ABOVE
- > A MINIMUM OF 120 HOURS REQUIRED, ADDITIONAL HOURS MAY BE NECESSARY TO COMPLETE ALL REQUIREMENTS
- > 25% RULE
- > PASS/FAIL LIMIT
- > WRITING AND DISCOURSE COMPLETED
- > IDEAS, CULTURAL TRADITIONS, AND VALUES COMPLETED
- > SOCIETY AND HUMAN BEHAVIOR
- > SCIENTIFIC REASONING AND DISCOVERY COMPLETED
- > QUANTITATIVE AND SYMBOLIC REASONING
- > CREATIVITY AND AESTHETIC EXPERIENCE
- > CRITICAL ISSUES IN A GLOBAL CONTEXT COMPLETED

Plan: AGRBAGBM plan **0 Hours**

[PDF](#) [Check](#) [-](#) [+](#)

Associated Roadmaps

[Expand All](#) / [Collapse All](#)

- > **Fall 2016** **0 Hours**
- > **Winter 2016** **0 Hours**
- > **Spring 2017** **0 Hours**
- > **Summer Session 1 2017** **0 Hours**
- > **Summer Session 2 2017** **0 Hours**
- > **Fall 2017** **0 Hours**
- > **Winter 2017** **0 Hours**
- > **Spring 2018** **0 Hours**
- > **Summer Session 1 2018** **0 Hours**
- > **Summer Session 2 2018** **0 Hours**
- > **Fall 2018** **0 Hours**
- > **Winter 2018** **0 Hours**

Plan Builder Cont'd

- Roadmap/Audit: Pre-constructed plan with a advised course sequence for your degree program.

Audit: BS AGRBAGBM

Program: BS AGRBAGBM - Bachelor of Science, Major--Agribusiness

[Expand All](#) / [Collapse All](#)

-----> **AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED** <-----

>	APPLICATION FOR DEGREE REQUIRED
>	TRANSFER CREDIT LIMIT CHECK - NO MORE THAN 50 PERCENT OF THE CREDITS REQUIRED FOR GRADUATION MAY BE TRANSFERRED FROM TWO-YEAR COLLEGES
>	ADMISSIONS FOREIGN LANGUAGE REQUIREMENT COMPLETED BY HIGH SCHOOL FOREIGN LANGUAGE
>	OVERALL GPA MUST BE 2.0000 OR ABOVE
>	A MINIMUM OF 120 HOURS REQUIRED, ADDITIONAL HOURS MAY BE NECESSARY TO COMPLETE ALL REQUIREMENTS
>	25% RULE
>	PASS/FAIL LIMIT
>	WRITING AND DISCOURSE COMPLETED
>	IDEAS, CULTURAL TRADITIONS, AND VALUES COMPLETED
>	SOCIETY AND HUMAN BEHAVIOR
>	SCIENTIFIC REASONING AND DISCOVERY COMPLETED
>	QUANTITATIVE AND SYMBOLIC REASONING
>	CREATIVITY AND AESTHETIC EXPERIENCE
>	CRITICAL ISSUES IN A GLOBAL CONTEXT COMPLETED
>	AGRIBUSINESS MANAGEMENT OPTION CORE

- Planning side: Add courses to your own personal, customized plan.

Plan: AGRBAGBM plan **0 Hours**

Associated Roadmaps












[Expand All](#) / [Collapse All](#)

> Fall 2016	0 Hours	
> Winter 2016	0 Hours	
> Spring 2017	0 Hours	
> Summer Session 1 2017	0 Hours	
> Summer Session 2 2017	0 Hours	
> Fall 2017	0 Hours	
> Winter 2017	0 Hours	
> Spring 2018	0 Hours	
> Summer Session 1 2018	0 Hours	
> Summer Session 2 2018	0 Hours	
> Fall 2018	0 Hours	
> Winter 2018	0 Hours	
> Spring 2019	0 Hours	

Plan Builder Cont'd

- Important icons on the Roadmap/Audit:

Legend







-  = Course List
-  = Course with Pre or Co Requisites
-  = Completed Course
-  = In Progress Course
-  = Incomplete Planned Course
-  = Completed Course, No Credit
-  = Alerting possible issue with course
-  = Complete
-  = Planned
-  = In Progress
-  = Unfulfilled

- Important Icons on the Plan side:

Plan: AGRBAGBM plan



Associated Roadmaps

-  Click this icon to view an Audit that includes all courses in your plan in a new tab.
-  Click the PDF icon to view your plan as a PDF to save, print, etc.
-  Click this icon to see a list of your completed courses and manually add coursework. To return to the Roadmap and Plan view, click this icon again (which now appears on the left hand side of the screen).
-  Click the check mark icon to check your plan against your DARS to ensure requirements are being met.
-  Click the minus icon to delete all courses listed in your plan.
-  Click the plus icon to add a term to your plan.

Plan Builder Cont'd

- Click on a course to view more details about a particular course

Audit: BS AGRBAGBM

Plan: AGRBAGBM plan

Program: BS AGRBAGBM - Bachelor of Science, Major--Agribusiness

Expand All / Collapse All

NECESSARY TO COMPLETE ALL REQ

- > 25% RULE
- > PASS/FAIL LIMIT
- > WRITING AND DISCOURSE COMPLET
- > IDEAS, CULTURAL TRADITIONS, AND V
- > SOCIETY AND HUMAN BEHAVIOR

EARNED: 3.00 HOURS 0 SUB-GROUPS
NEEDS: 3.00 HOURS 1 SUB-GROUP

1) TAKE BOTH COURSES
-> NOT FROM:
VT XX60
SELECT FROM:
AAEC 1005,1006

Course Catalog Details


AAEC 1005 (3 Hours)

Economics of the Food and Fiber System

Economic principles that underlie functioning of the U.S. economy in general, and the food and fiber system in particular, are developed and applied to analysis of issues important to society. Emphasis on interrelationships of U.S. micro-economic and macro-economics policy, agriculture, and economic well being of world society in terms of availability and price of food and fiber, use of natural resources, and development of rural economics. I,II.

017

- > Summer Session 2 2017
- > Fall 2017
- > Winter 2017
- > Spring 2018



Adding Courses

Drag and Drop → Courses required for your major are listed within the roadmap or your checksheet. Those within the roadmap are visible on the left-hand side of the Pathways Planner. You can drag and drop those courses into your plan, which is on the right side. Be sure to position the course directly over the name of the target semester, which will highlight in blue. Then release.

Audit: BS AGRBAGBM

Plan: AGRBAGBM plan 0 Hours

Program: BS AGRBAGBM - Bachelor of Science, Major--Agrbusiness

Expand All / Collapse All

NECESSARY TO COMPLETE ALL REQUIREMENTS

- 25% RULE
- PASS/FAIL LIMIT
- WRITING AND DISCOURSE COMPLETED
- IDEAS, CULTURAL TRADITIONS, AND VALUES COMPLETED
- SOCIETY AND HUMAN BEHAVIOR

EARNED: 3.00 HOURS 0 SUB-GROUPS
NEEDS: 3.00 HOURS 1 SUB-GROUP

1) TAKE BOTH COURSES
-> NOT FROM:
VT XX60
SELECT FROM:
AAEC 1005, 1006

OR) TAKE BOTH COURSES
3.00 HOURS ADDED 1 COURSE TAKEN

D1FA ECON 2005 3.0 TR Principles of Economics

NEEDS: 3.00 HOURS 1 COURSE
-> NOT FROM:
VT XX60
SELECT FROM:
ECON 2006

Associated Roadmaps

Expand All / Collapse All

- Fall 2016 AAEC 1005 0 Hours
- Winter 2016 0 Hours
- Spring 2017 0 Hours
- Summer Session 1 2017 0 Hours
- Summer Session 2 2017 0 Hours
- Fall 2017 0 Hours
- Winter 2017 0 Hours
- Spring 2018 0 Hours
- Summer Session 1 2018 0 Hours
- Summer Session 2 2018 0 Hours
- Fall 2018 0 Hours

Manual add → Click/select the term in your pathway plan you wish to add the course and choose the "+." You will need to manually add those courses that may not be included in your roadmap.

Audit: BS AGRBAGBM

Plan: AGRBAGBM plan 0 Hours

Program: BS AGRBAGBM - Bachelor of Science, Major--Agrbusiness

Expand All / Collapse All

NECESSARY TO COMPLETE ALL REQUIREMENTS

- 25% RULE
- PASS/FAIL LIMIT
- WRITING AND DISCOURSE COMPLETED
- IDEAS, CULTURAL TRADITIONS, AND VALUES COMPLETED
- SOCIETY AND HUMAN BEHAVIOR

EARNED: 3.00 HOURS 0 SUB-GROUPS
NEEDS: 3.00 HOURS 1 SUB-GROUP

1) TAKE BOTH COURSES
-> NOT FROM:
VT XX60
SELECT FROM:
AAEC 1005, 1006

Associated Roadmaps

Expand All / Collapse All

- Fall 2016 0 Hours
- Winter 2016 0 Hours
- Spring 2017 0 Hours
- Summer Session 1 2017 0 Hours
- Summer Session 2 2017 0 Hours
- Fall 2017 0 Hours

Add Course

Department:

Abbreviation:

Course Number:

OK Cancel

Plan only courses that you intend to take at Virginia Tech. Adjust your courses whenever your registration decisions impact your Pathways Plan.

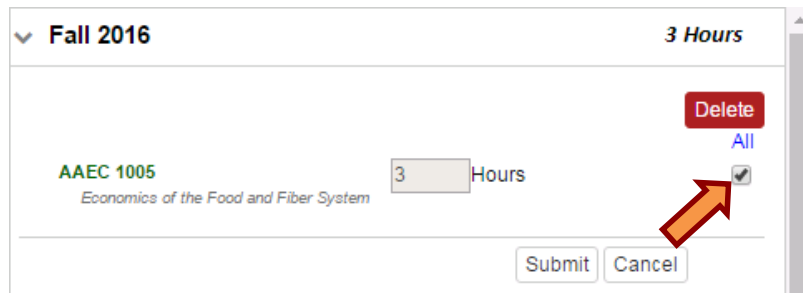
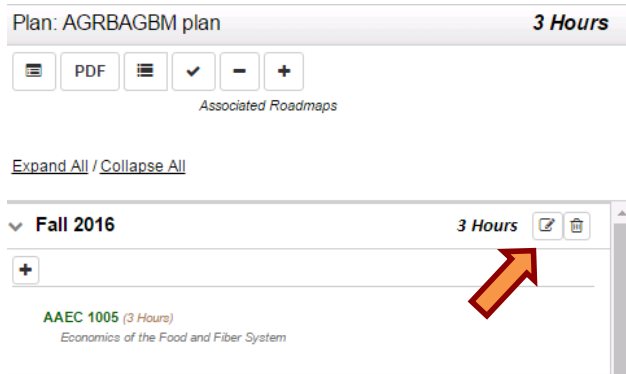
Moving Courses

- If you want to move a course to a different semester, click its name and drag it. Position it directly over the name of the semester in which you want to add the course. Once the term is highlighted in blue release your mouse.

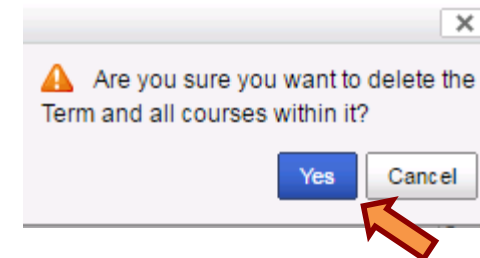
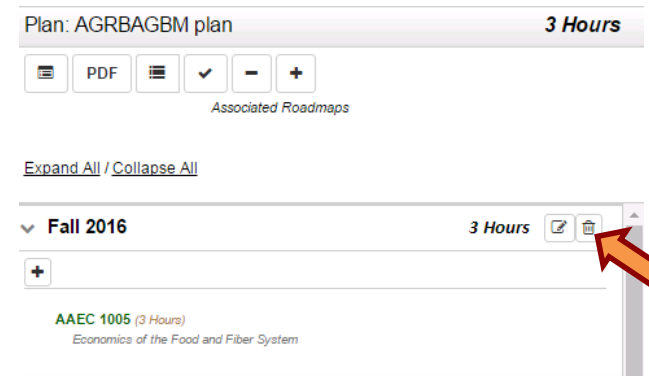
The screenshot displays a course management interface with two main panels. The left panel shows the course details for 'Audit: BS AGRBAGBM'. It lists program information, completion status for 'WRITING AND DISCOURSE COMPLETED', 'IDEAS, CULTURAL TRADITIONS, AND VALUES COMPLETED', and 'SOCIETY AND HUMAN BEHAVIOR'. Below this, it shows 'AWARDED: 3.00 HOURS' and 'NEEDS: 3.00 HOURS' with '0 SUB-GROUPS' and '1 SUB-GROUP' respectively. A requirement is listed: '1) TAKE BOTH COURSES' with a note '-> NOT FROM: VT XX60' and 'SELECT FROM: AAEC 1005, 1006'. An alternative requirement is 'OR) TAKE BOTH COURSES' with '3.00 HOURS ADDED' and '1 COURSE TAKEN'. A table entry shows '01FA ECON 2005 3.0 7R Principles of Economics' with 'NEEDS: 3.00 HOURS' and '1 COURSE'. The right panel shows the 'Plan: AGRBAGBM plan' with '3 Hours'. It includes a toolbar with 'PDF', 'Associated Roadmaps', and 'Expand All / Collapse All' options. A list of semesters is shown: 'Fall 2016' (3 Hours), 'Winter 2016' (0 Hours), 'Spring 2017' (0 Hours), 'Summer Session 1 2017' (0 Hours), 'Summer Session 2 2017' (0 Hours), 'Fall 2017' (0 Hours), 'Winter 2017' (0 Hours), and 'Spring 2018' (0 Hours). A red box highlights 'AAEC 1005 (3 Hours)' and 'AAEC 1005' in the 'Winter 2016' row, with an orange arrow pointing to the 'Winter 2016' label, indicating the course is being moved to that semester.

Deleting Courses

To **delete** a course open the applicable term and click/select the edit button, which looks like a pencil and paper. Then select the radio button for the course or courses and choose “**delete.**”



To **delete all** courses open the applicable term and click/select the delete button, which looks like a trash can. Then select “**yes**” when prompted.



Adding Terms

- Click/select the “+” sign at the top of your Pathways Plan on the right-hand side. Specify the term you wish to add and select “OK”.

The screenshot displays a registration system interface. On the left, the 'Audit: BS AGRBAGBM' section shows a list of requirements, including '25% RULE', 'PASS/FAIL LIMIT', 'WRITING AND DISCOURSE COMPLETED', 'IDEAS, CULTURAL TRADITIONS, AND VALUES COMPLETED', 'SOCIETY AND HUMAN BEHAVIOR', and 'SCIENTIFIC REASONING AND DISCOVERY COMPLETED'. A summary shows 'EARNED: 3.00 HOURS' and 'NEEDS: 3.00 HOURS'. A specific requirement for 'ECON 2005' is detailed, showing it has been taken.

On the right, the 'Plan: AGRBAGBM plan' section shows a list of terms from 'Spring 2018' to 'Summer Session 2 2020', each with '0 Hours' and a trash icon. A red arrow points to the '+' button in the top toolbar of this section, which is labeled 'Associated Road'. An 'Add Term' dialog box is open, showing 'Term: Fall' and 'Year: 2020', with 'OK' and 'Cancel' buttons.



Deleting Terms



- To delete a semester, click the trash can icon next to the semester you wish to remove.

Plan: AGRBAGBM plan 3 Hours

☰ PDF ☰ ✓ - +
Associated Roadmaps

[Expand All](#) / [Collapse All](#)

Fall 2016 3 Hours  

+  

AAEC 1005 (3 Hours)
Economics of the Food and Fiber System

- Click “Yes” to the pop-up.

Are you sure you want to delete the Term and all courses within it?

Keys to Success

- Keep in close contact with your academic advisor. They will help you monitor your progress toward a degree and will communicate with you any degree program changes.
- Plan for courses with prerequisites—you may not be allowed to register for a course if you do not meet the stated prerequisite.
- Your pathways planner is meant to be dynamic, so be sure to update it as needed.
- You are ultimately responsible for keeping informed and up to date on graduation requirements. As such, be proactive by applying for your degree and reviewing your pathways planner and DARS (Degree Audit Report) with your academic advisor.