

Prioritize Courses on an Audit

Stellic automatically fills in your audit based on your coursework, the constraints built within the audit, and the department-approved courses that satisfy those requirements. This tutorial will show you how to prioritize specific courses to satisfy a requirement.

Note: a course can only be prioritized if it is an approved course for that requirement. Prioritization is NOT a substitution request.

1

Navigate to <https://wesleyan.stellic.com> and go to the student's profile and Planned Progress area. In this tutorial, we are using the Hispanic Literatures & Cultures major to demonstrate prioritization.

Progress Plans Courses Notes Requests

Official ☐ Planned ☒ Full Audit

BA in Hispanic Literatures & Cultures [HISP] 4 constraints 9 credits PGPA 9

Applied Version: EY2021 • BA • Undergraduate
Catalog Term: Fall 2021

✓ SPAN Course Pre-1700 1 constraint

✓ SPAN232 Dialogue of Poets: Classical and 20th-Century Poetry in Spain and Latin America 1 CREDITS TAKEN IN FALL '22

✓ SPAN Course Post-1700 Spain 1 constraint

✓ SPAN254 The World of Federico Garcia Lorca: Tradition and Modernity in the Spanish Avant-Garde 1 CREDITS TAKEN IN SPRING '24

✓ SPAN Courses in Post-1800 Latin America (take at least 2) 1 constraint

✓ SPAN289 Contact Zone: Introduction to Amazonian Narratives 1 CREDITS TAKEN IN SPRING '24

✓ SPAN290 From the Muralists to the Narconovela: The Public Intellectual in Mexico 1 CREDITS TAKEN IN FALL '23

✓ Elective Options (SEE ADVISOR: Up to 4 courses taken in study abroad may apply) fulfill all

✓ SPAN221 fulfill all

2

In this example, the student would like to change one of the courses fulfilling the Post-1800 Latin America category. Will will prioritize SPAN298 instead.

The screenshot shows a course planning interface. On the left is a dark sidebar with navigation links: Courses, Pathways, Requests, Staff, Analytics, and QUICK LINKS (Wesleyan Stellic Info, Report a Problem, Change Log). The main area displays a requirement for 'BA in Hispanic Literatures & Cultures [HISP]' with 4 constraints. The requirement is 'SPAN Courses in Post-1800 Latin America (take at least 2)'. Below it, a list of courses is shown: SPAN232, SPAN254, SPAN289, SPAN290, and SPAN221. A red circle highlights the requirement name.

3

Click on the three dots to the right of the requirement name.

The screenshot shows the same course planning interface, but with a dropdown menu open for the 'SPAN Courses in Post-1800 Latin America' requirement. A red circle highlights the three dots menu icon. The dropdown menu contains the following options: 'More options', 'Make Exception', 'Manually Pick Courses', and 'Prioritize Eligible Courses'.

4 Select the "Prioritize Eligible Courses" option.

The screenshot shows a list of courses with checkboxes and buttons. A dropdown menu is open over the 'SPAN Courses in Post-1800 Latin America (take at least 2)' requirement, with the 'Prioritize Eligible Course' option highlighted by an orange circle.

Course	Requirement	Buttons
SPAN232	Dialogue of Poets: Classical and 20th-Century Poetry in Spain and Latin America	
SPAN Course Post-1700 Spain	1 constraint	
SPAN254	The World of Federico García Lorca: Tradition and Modernity in the Spanish Avant-Garde	
SPAN Courses in Post-1800 Latin America (take at least 2)	1 constraint	Make Exception, Manually Pick Courses, Prioritize Eligible Course
SPAN289	Contact Zone: Introduction to Amazonian Narratives	
SPAN290	From the Muralists to the Narconovela: The Public Intellectual in Mexico	
Elective Options (SEE ADVISOR: Up to 4 courses taken in study abroad may apply)	fulfill all	
SPAN221	fulfill all	
SPAN221	Introduction to Hispanic ...	

5 In the search field, enter in the course(s) to be prioritized.

Note: you can enter the subject and catalog number (with no space) or search by title.

The screenshot shows the same course selection interface as before, but with the 'Prioritize Eligible Course' dropdown menu open. The search field within the dropdown is highlighted by an orange circle.

Course	Requirement	Buttons
BA in Hispanic Literatures & Cultures [HISP]	4 constraints	
SPAN Course Pre-1700	1 constraint	
SPAN232	Dialogue of Poets: Classical and 20th-Century Poetry in Spain and Latin America	
SPAN Course Post-1700 Spain	1 constraint	
SPAN254	The World of Federico García Lorca: Tradition and Modernity in the Spanish Avant-Garde	
SPAN Courses in Post-1800 Latin America (take at least 2)	1 constraint	Make Exception, Manually Pick Courses, Prioritize Eligible Course
SPAN289	Contact Zone: Introduction to Amazonian Narratives	
SPAN290	From the Muralists to the Narconovela: The Public Intellectual in Mexico	

6 Select the appropriate course in the results.

Courses

Pathways

Requests

Staff

Analytics

QUICK LINKS

Wesleyan Stellic Info

Report a Problem

Change Log

Data refreshed: Apr 7th, 11:50 am
Version: Apr 7th, 11:00 am

Stellic...

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SPAN Course Pre-1700 1 constraint

SPAN232 Dialogue of Poets: Classical and 20th-Century Poetry in Spain and Latin America 1 CREDITS

SPAN Course Post-1700 Spain 1 constraint

SPAN254 The World of Federico García Lorca: Tradition and Modernity in the Spanish Avant-Garde 1 CREDITS

SPAN Courses in Post-1800 Latin America (take at least 2) 1 constraint

The following courses will be prioritized

This can only be used if the course satisfies the constraints of the requirement. This will move a course so that it fills this requirement instead of another.

COURSE(S) TO PRIORITIZE

SPAN298

SPAN298
"Un pedacito de la historia negra": Afro-Latin American Literature and Culture
Spring '25, 1 credits

Submit X

SPAN289 Contact Zone: Introduction to Amazonian Narratives 1 CREDITS

SPAN290 From the Muralists to the Narconovela: The Public Intellectual in Mexico 1 CREDITS

7 Type a justification and click "Submit."

Courses

Pathways

Requests

Staff

Analytics

QUICK LINKS

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SPAN Courses in Post-1800 Latin America (take at least 2) 1 constraint

The following courses will be prioritized

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COURSE(S) TO PRIORITIZE

1. SPAN298 (Spring 2025, 1 credits)

SPAN298 (Spring 2025, 1 Credits)

JUSTIFICATION

I would prefer SPAN298 in this category.

Submit X

8

You will now see that SPAN298 has been prioritized.

The screenshot displays a course catalog interface for a BA in Hispanic Literatures & Cultures [HISP]. The interface includes a sidebar with navigation links and a main content area listing courses. An orange circle highlights the SPAN298 course entry.

Navigation Links:

- Courses
- Pathways
- Requests
- Staff
- Analytics
- QUICK LINKS
- Wesleyan Stellic Info
- Report a Problem
- Change Log

Course Details:

- BA in Hispanic Literatures & Cultures [HISP]** (4 constraints)
- Applied Version: EY2021 • BA • Undergraduate
- Catalog Term: Fall 2021

Course List:

- ☒ **SPAN Course Pre-1700** (1 constraint)
- ☒ **SPAN232** Dialogue of Poets: Classical and 20th-Century Poetry in Spain and Latin America (1 CREDITS)
- ☒ **SPAN Course Post-1700 Spain** (1 constraint)
- ☒ **SPAN254** The World of Federico García Lorca: Tradition and Modernity in the Spanish Avant-Garde (1 CREDITS)
- ☒ **SPAN Courses in Post-1800 Latin America (take at least 2)** (1 constraint) (1 Prioritized Courses)
- ☒ **SPAN290** From the Muralists to the Narconovela: The Public Intellectual in Mexico (1 CREDITS)
- ☒ **SPAN298** Un pedacito de la historia negra: Afro-Latin American Literature and Culture (1 CREDITS)
- ☒ **Elective Options (SEE ADVISOR: Up to 4 courses taken in study abroad may apply)** (fulfill all)
- ☒ **SPAN221** (fulfill all)
- ☒ **SPAN221** Introduction to Hispanic ... (1 CREDITS)
- ☒ **Electives** (1 constraint) (1 exception)
- ☒ **HIST301** The Spanish Civil War, 1936--1939 (1 CREDITS)

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