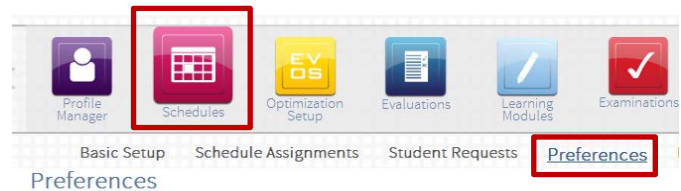


**Adding Student Preferences** allows you to enter preferences appropriate for your upcoming curriculum.

After you log into E\*Value, click on the **Schedules** tile in the top navigation bar to see **Preferences** menu bar; then click on **Preferences**.



Click on **Scheduling Preferences** in the **Preferences** menu.



Access **Scheduling Optimization** welcome screen

### Welcome to FCE Schedule Optimization

The e\*Value scheduling process is unique in that it uses a complex mathematical program to assign the highest possible preferences for all involved; rather than a lottery system, which assigns a random order to student preferences, and then works down the list assigning the students' highest preferences still available.

We recommend you [right-click to] open the FCE Program course list in a separate window to reference FCE course information as you make your selections <http://umassmed.edu/oume/fce/fce-course-links-ay1516/>.

### Preference Strategy

At this point, it is your responsibility to know your own Thematic Section (clerkship) schedule, and to incorporate it into your preference selections. Your four required FEs align to 332 Perioperative and Maternal Care: Surgery (2) and 331 Care of Adults: Medicine (2).

In the first screen (window), you will rank order (select) up to 20 flexible clinical experiences (FCEs), and identify the FE Time Frame during which you prefer each to occur.

The most effective strategy to be assigned to your top four (4) FCEs is to select the option "Any Time Frame" next to your most preferred FCEs. Select particular FE Time Frames only when timing matters.

The Course Repetition table in the subsequent window asks you to classify each selection with either "1" to acknowledge your selection, or "2" to identify an FCE that you want to take twice.

Selecting one FCE more than two times does not increase the weight of that choice - EVOS will ignore more than two same-FCE selections. Note: you may repeat only one FCE.

**For Self-Designed FCE(s):** select FCE 381 Student Designed & the preferred Time Frame(s) if appropriate

**For Dominican Republic:** select FCE 369 Dominican Republic & FE-SB Time Frame (spring break)

### To Submit Preferences

- Click the Complete button to advance to the Course Repetition screen after you have finished making your selections.
- Click Save Preferences to submit your selections. Note : Use the Comments box to communicate any "odd requests" or questions for the FCE leadership team.

Click **Next** to advance...

We strongly recommend you [right-click to] print the Student Preferences window for your records. Close the window when you're done, and log out of e\*Value.

You can return to EVOS to make changes while EVOS is open (March 23 - March 27). After March 27 (and going forward), change requests must be submitted directly to the FCE Program administration via <http://umassmed.edu/oume/fce/fce-change-request/>.

Next

**Student Preferences screen:** *working from left to right*, select course name; select time frame.

Reminder: *The **most effective strategy** to be assigned to your top four (4) FCEs is to select the option "**Any Time Frame**" next to your most preferred FCEs. Select particular FE Time Frames only when timing matters.*

Indicate preference rank by selecting number from preference drop-down list (1 = most preferred)

Click **Clear** to clear a row of your selection.  
[Ignore the **Delete** button]

FCE all courses			
	Course	Time Frame	
Preference 1 ▼	FCE 3003: Physician Scientist in C ▼	Any Time Frame ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 2 ▼	FCE 3006: Capstone Medical Educ ▼	Any Time Frame ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 3 ▼	FCE 3018: Scientific Presentation ▼	Any Time Frame ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 4 ▼	FCE 3007: Capstone Clinical ▼	Any Time Frame ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 5 ▼	FCE 343: Care of Older Adult in Hc ▼	Any Time Frame ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 18 ▼	Select a Course ▼	Select a Course ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 19 ▼	FCE 3020: Small Town Family Mec ▼	Any Time Frame ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 20 ▼	FCE 3019: Radiation Oncology ▼	Any Time Frame ▼	<a href="#">Clear</a> <a href="#">Delete</a>
<a href="#">Complete --&gt;</a>			

Click **Complete** to advance the  
**Course Repetition screen**

## Course Repetition

You may repeat one FCE, including any combination of Capstone FCEs. (*note: FCE 381 may be selected up to 4 times; please note the number of self-designed FCEs in the comment text box.*)

- Select "1" in the drop-down to acknowledge your selection
- Select "2" in the preferred credits drop-down if you would like to take the FCE twice

You may use the comments box to make special requests and or explain your selections.

*Note:* please add comment to indicate a request for more than 2 FCE 381 Student Design selections.

*For an immediate response,* please contact the FCE Program administration via [UMMSfceprogram@umassmed.edu](mailto:UMMSfceprogram@umassmed.edu).

Course	Required Credits	Allowed Credits	Preferred Credits
FCE 3003: Physician Scientist in Cardiovascular Medicine	0	2	2 ▼
FCE 3006: Capstone Medical Education	0	2	1 ▼
FCE 3007: Capstone Clinical	0	2	1 ▼
FCE 3011: Neuroradiology	0	2	1 ▼
FCE 3019: Radiation Oncology	0	2	1 ▼
FCE 3020: Small Town Family Medicine	0	2	2 ▼
FCE 343: Care of Older Adult in Home	0	2	1 ▼

Comments:

Save Preferences

Click **Save Preferences** to submit your selections and to advance to the printable **Student Preferences** screen

*Of note:* You will have access to this screen only while the FCE preference selection period is open.

Please print the **Student Preferences** screen for your records; right-click on the screen to print its contents.

## Student Preferences

Congratulations. You have finished entering preferences. Your choices are summarized below. You may print a copy of this information for your records. While preferences are open, you may come back to these screens to make further adjustments to your preferences. Once preferences are closed, you will not have access to this information.

FCE all courses	
Course	Time Frame
FCE 3003: Physician Scientist in Cardiovascular Medicine	Any Time Frame
FCE 3006: Capstone Medical Education	Any Time Frame
FCE 3018: Scientific Presentation Skills Workshop	Any Time Frame
FCE 3007: Capstone Clinical	Any Time Frame
FCE 343: Care of Older Adult in Home	Any Time Frame
FCE 3011: Neuroradiology	Any Time Frame
FCE 3020: Small Town Family Medicine	Any Time Frame
FCE 3019: Radiation Oncology	Any Time Frame