Adding Student Preferences

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

1. 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.

2. Click on Scheduling Preferences in the Preferences menu.

3. Access Scheduling Optimization welcome screen.

   Welcome to Schedule Optimization

   Our 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 goes down the list assigning the students’ highest preferences still available, the optimizer is able to take into account all possible schedule scenarios and determine which would provide the overall highest level of student satisfaction.

   Preference Strategy

   You will only see courses you have been 'pre-registered for'. For example, MD/PhD students leaving for PhD studies after Thematic Section 1 will only see clerkship choices associated with 'Thematic Section: Care of the Adult' or 'Thematic Section: Care of the Family'.

   The first screens will ask for your 'site' preferences for the clerkship listed at the top of each panel. It is always in your best interest to enter as many preferences as possible. Because a preference isn’t listed does not mean it can’t be assigned -- it only means that EVOS doesn’t know how to ‘weigh’ that site as a preference. At the bottom of each selection page, you can proceed to the next screen or go to the previous screen.

   After your clerkship 'site' choices are entered, you will make selections for the order you’d like to take the Thematic Sections. Rank all 9 choices. After reviewing your preferences we strongly recommend you print them out for your records. Then click the 'save' button.

   You can return to EVOS and make changes while EVOS is open (February 4th at 3:00 through February 8th at 3:00).
4. Access the **Student Preference Screen**. Required courses are listed first.

![Student Preferences For CIB TEST](image)

5. **Enter preferences.** *Note: you must make selections moving from left to right.*

   - Indicate preference rank by selecting number from Preference drop-down list (1=highest).
   - Select a site from the Site drop-down list.
   - Click **Clear** to clear a row of selections.
   - Click **Delete** to delete the row (so there are less rows on the page).

![Course: SOM - Internal Medicine Clerkship - Internal Medicine Clerkship](image)

   - The total number of selection options associated with this course and site (IM Clerkship at Memorial Campus is offered in 9 timeframes)

6. Click **Next**. When you click **Next**, the selections you made on the page you are exiting are saved. Notice, the name of next course offering is displayed.
7. Continue to access pages until you have completed all offerings.

8. Click **Save Preferences**.

9. Access the **Student Preferences Summary** screen to review your selections.

10. While the student preference period is open, you will have access to this screen. However, once the preferences selection period has closed, you will not have access. You should print a copy of the **Summary screen** for your records. **Right Click** on the page to print a copy of the screen.