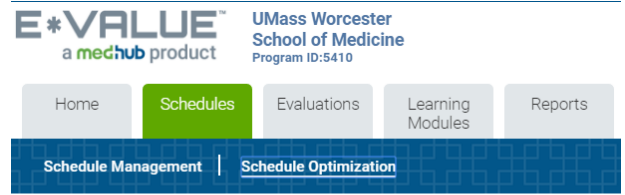


**Adding Student Preferences** allows you to enter preferences appropriate for your upcoming curriculum.

1. After you log into E\*Value, click on the **Schedules** tab in the top navigation
2. Click on **Schedule Optimization**
3. Click on **Create & Manage Student Preferences**
4. Access **Scheduling Optimization** welcome screen



**Schedule Optimization**

**Optimization Setup**

[Create & Manage Student Preferences](#)

**Welcome to EVOS for the Core Clinical Experiences (CCE)**

CCE EVOS will assign you to the following: Thematic Section (TS) order, the order for your clerkships within each Thematic Section, the site for each clerkship, and your Flexible Clinical Experiences (FCEs). 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, the optimizer is able to take into account all possible schedule scenarios and determine which would provide the overall highest level of student satisfaction.

To assist you with these preferences, it is recommended you have the following instructional emails open as you work through your preference selections.

- Timing and Instructions for EVOS (from Judy Holewa)
- Flexible Clinical Experiences (FCEs) for EVOS (from Colleen Burnham)

**Required steps**

1. At the bottom of the page, click on the **'Curriculum Optimization Plan'** for CCE. Preference Clerkship Sites and Thematic Section Order [strategy instructions below]. Enter your preferences.
2. Return to this page.
3. Go back to the bottom of this page and select the **'Curriculum Optimization Plan'** for FCE. Preference the Flexible Clinical Experiences (FCE) you would like to be considered for [strategy instructions below]. Enter your preferences.



**Preference Strategy for Clerkship Sites and Thematic Section Order**

**Be sure to rank all available preferences for each experience.** If you do not rank all sites, EVOS will not know which is your first, second, third choice. If EVOS cannot accommodate your ranked preferences, it will randomly assign you to an available site or Thematic Section order that has openings AFTER students whose choices were considered are scheduled. Therefore **it is always in your best interest to enter selections for all choices (clerkship site and Thematic Section order)**. Not entering preferences, entering limited preferences, or the same preference multiple times will not increase the likelihood of getting that preference, but may increase the probability of being assigned to something you didn't rank.

If you are interested in applying for the Maternal Child Health Pathway, please rank the Thematic Section order that has (MCH Pathway) as a prefix first. Then rank the other Thematic Section order preferences. If you do not want to be considered for the MCH Pathway, do not rank those preferences, but rank all others.

After reviewing your preferences, click the "save" button. Once you have saved your preferences you can return to E\*Value at any time while preferences are open and review or edit your selections. **It is recommended you print or save your CCE EVOS selections for your records.**

**Return to the Schedules / Preferences / Schedule Preferences page to enter preferences for FCEs.**

**Flexible Clinical Experiences (FCE) Preference Strategy**

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://www.umassmed.edu/oume/fce/fce-course-links-av1718/>.

Your four required FCEs align to 332 Perioperative and Maternal Care: SU 300 Surgery (2) and 331 Care of Adults: IME 300 Medicine (2).

In the first screen (window), rank order (select) up to 20 flexible clinical experiences (FCEs). 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.

Preferencing one FCE two times will populate the Course Repetition table in the subsequent window, asking you to identify the selection as either 1) an FCE that you 'really want to take', or 2) an FCE that you want to take twice.

Note: When no duplicate selections are made, only the comments text box will be offered.

**For Self-Designed FCE(s)**

- FCE 3005 Student Design Research
- FCE 3006 Student Design Medical Education
- FCE 3007 Student Design Clinical
- FCE 3008 Student Design Medical Administration and Leadership
- FCE 3009 Student Design Community Service

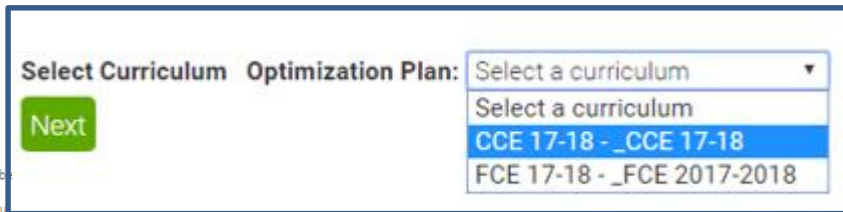
**For Dominican Republic:** select FCE 369 Dominican Republic & FE-SB Time Frame (spring break)

Click the **Complete button** to save your preferences.

Click **Save Preferences** to save your preferences.

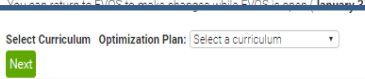
We strongly recommend you print or save your records for your records and log out of e\*Value.

You may return to EVOS to make changes while EVOS is open (January 31 - February 7). After the system closes, you may contact the FCE Program administration via <http://www.umassmed.edu/oume/fce/fce-change-request/>.



5. Select curriculum CCE or FCE

Click **Next** to advance to next screen



6. **Enter Student Preferences Screen | *of note: Required courses are listed first.***

- Indicate preference rank by selecting number from Preference drop-down list | 1 = highest preference
- Select site from the Site drop-down menu
- Click *Clear* to remove selection | click *Delete* to delete the entire *row* (there will be fewer preferencing rows available)
- *Click Next* (the green bar) to continue on to the next course
- Continue to access pages in the same manner until you have ranked each of the offered courses.
  - *Of note:* you may navigate back and forth through the preference screens using the “← Previous” and “Next →” green buttons.

**Student Preferences For cjb TEST**

Required Courses

Course: SOM - Family Medicine Clerkship - FC 300: Clerkship in Family Medicine		
Preference	Site	
1 ▼	Berkshire Area ▼	<a href="#">Clear</a> <a href="#">Delete</a>
2 ▼	Middlesex County ▼	<a href="#">Clear</a> <a href="#">Delete</a>

Next (SOM - Internal Medicine Clerkship - ME 300: Internal Medicine Clerkship – Inpatient (COMM)) →

- Preference Thematic Sections in the same manner
- Click *Complete* after you have made your ranked selections

**Student Preferences For cjb TEST**

Thematic Sections		
	Course	
Preference 1 ▼	TS: (MCH Pathway) Maternal/Ad ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 2 ▼	TS: Adult/Family/Maternal ▼	<a href="#">Clear</a> <a href="#">Delete</a>
Preference 3 ▼	TS: Maternal/Adult/Family ▼	<a href="#">Clear</a> <a href="#">Delete</a>

← Previous (Requirements) Complete →

- Click *Save Preferences*

Student Preferences For cjb TEST

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Save Preferences

**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.

Course: SOM - Family Medicine Clerkship - FC 300: Clerkship in Family Medicine	
Site	
Berkshire Area	
Middlesex County	

Course: SOM - Internal Medicine Clerkship - ME 300: Internal Medicine Clerkship – Inpatient (COMM)	
Site	
Berkshire Medical Center	

Course: SOM - Neurology Clerkship - NU 302: Clerkship in Neurology	
Site	
Lahey Hospital and Medical Center	
HealthAlliance - Leominster	

Course: SOM - Obstetrics & Gynecology Clerkship - OB 300: Clerkship in Ob/Gyn	
Site	
Berkshire Medical Center	

Course: SOM - Pediatric Clerkship - PE 300: Clerkship in Pediatrics	
Site	
Baystate Medical Center	

Course: SOM - Psychiatry Clerkship - PS 300: Clerkship in Psychiatry	
Site	
Cape Cod Hospital	

Course: SOM - Surgery Clerkship - SU 300: Clerkship in Surgery	
Site	
UMMMC - University & Memorial Campuses	
Berkshire Medical Center	
St. Vincent Hospital	

Thematic Sections	
Course	
TS: (MCH Pathway) Maternal/Adults/Family	
TS: Adult/Family/Maternal	
TS: Maternal/Adult/Family	

*Of note:* You will have access to these screens while the student preference period is open (Jan 31 – Feb 7). *However,* you will have no access once the selection period has closed.  
**Right click on the Summary Screen to save/print a copy for your records.**

**Click *Schedule Optimization* in the blue menu bar to return to preference FCEs**

- Click on Create & Manage Student Preferences
- Access Scheduling Optimization welcome screen

January 2017 | E\*Value Quick Start | *Flexible Clinical Experiences Preferecing*

- Indicate preference rank by selecting number from Preference drop-down list | 1 = highest preference
- Select FCE course name from the Course drop-down menu
- Click *Clear* to remove selection | click *Delete* to delete the entire *row* (there will be fewer preferencing rows available)
- *Click Complete* (the green bar) to continue

**Student Preferences For cjb TEST**

FCE all courses	
	Course
Preference 1	FCE 3001: Clinical Infectious Dis
Preference 2	FCE 3001: Clinical Infectious Dis
Preference 3	FCE 3044: Simulation & Case-ba
Preference 4	FCE 3023: Interventional Radiolo
Preference 5	FCE 3003: Physician Scientist in
Preference 6	FCE 3017: Research Data Manag
Preference 7	FCE 3016: Vascular Surgery

Selecting one FCE twice will populate the **Course Repetition** screen.

**Select "2"** if you would like to *take the FCE two times*

**Select "1"** if you *really want to take the FCE.*

Course	Required Credits	Allowed Credits	Preferred Credits
al Infectious Diseases	0	2	1
zian Scientist in Cardiovascular Medicine	0	2	1
FCE 3016: Vascular Surgery	0	2	1
FCE 3017: Research Data Management Fundamentals	0	2	1
FCE 3023: Interventional Radiology Experiences	0	2	1
FCE 3044: Simulation & Case-based Learning for Global Health Preparation	0	2	1

You may use the comments box to make special requests, explain your selections, or request spring break enrollment.

Comments:

Save Preferences

• **FCE Summary Screen**

*Of note:* You will have access to these screens while the student preference period is open (Jan 31 – Feb 7). *However,* you will have no access once the selection period has closed. **Right click on the Summary Screen to save/print a copy for your records.**

FCE all courses
Course
FCE 3001: Clinical Infectious Diseases
FCE 3001: Clinical Infectious Diseases
FCE 3044: Simulation & Case-based Learning for Global Health Preparation
FCE 3023: Interventional Radiology Experiences
FCE 3003: Physician Scientist in Cardiovascular Medicine
FCE 3017: Research Data Management Fundamentals
FCE 3016: Vascular Surgery
FCE 3001: Clinical Infectious Diseases