

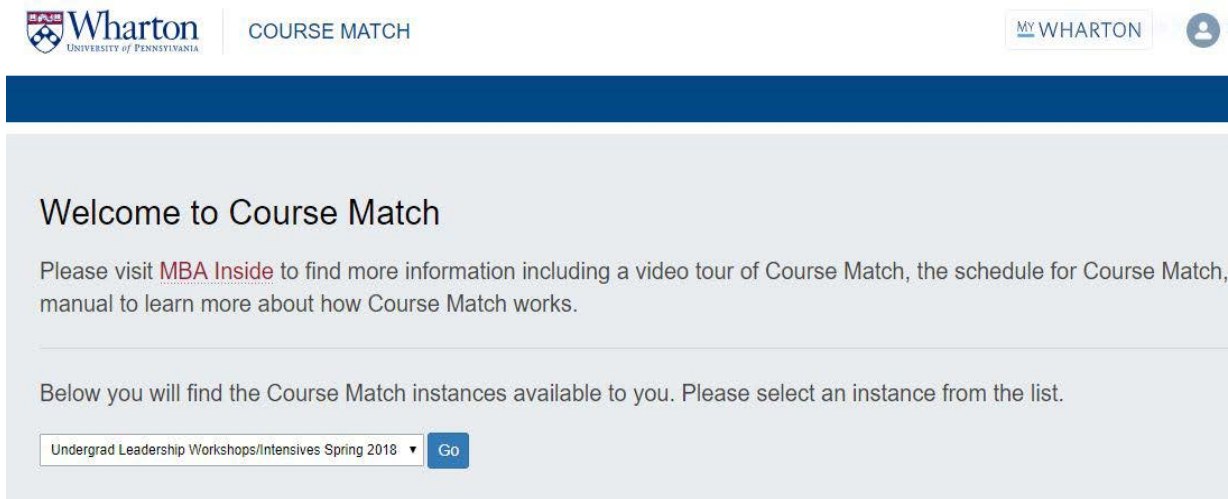
## Undergraduate Ventures Registration: Expeditions



### Process to Register through Course Match

#### Step 1: Log in to Course Match

- Log into <https://coursematch.wharton.upenn.edu/index.cfm> with your Penkey and Penkey password
- Select “Undergrad Leadership Expeditions 2021-22”
  - You can also add yourself to waitlists for Intensives in Undergrad Leadership Intensives Fall 2021



#### Step 2: Utility Selection

- Enter utilities on the items you would like to participate in. The maximum amount of utilities you can place on an item is 100.
  - Remember, you are ranking the items based on your own individual preference using the scale of 1-100. If you place 100 utilities on 2 items, the system will interpret that you are indifferent to which one you get.
  - For example, if you put a 1 on Patagonia and a 2 on Utah, the system will know that you want Utah twice as much as Patagonia, for example, and will utilize your budget accordingly.

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- As you place utilities on an item, you will see a confirmation box with green text.

Title	Detail	Utility
Equine Teambuilding	Date: Friday, Sept. 22, 2017; Time: 9:30am to 5pm Place: Meet at JMH then transport to Malvern PA Cost: \$0	50
Glassblowing	Date: Friday, November 17, 2017; Time: 12pm-5pm Place: Meet at JMH then transport to East Falls Cost: \$0	0
Leadership Under the Big Top: Circus Arts	Date: Friday, December 1, 2017; Time: 10am-3pm Place: Meet at JMH then transport to Facility Cost: \$0	0
Marine Leadership Workshop	Date: Sept. 29th, 2017 Time: 8:30am-2pm Place: JMH	0
Mountain Biking Navigation	Date: Friday, Sept 29, 2017; Time: 7:00am-7:00pm Place: Meet at JMH then transport to New Paltz, NY Cost: \$0	0
Outdoor Rock Climbing	Date: Friday, October 13, 2017; Time: 7am-7pm Place: Meet at JMH then go to Rocks State Park Cost: \$0	0
Trauma Center	Date: MUST BE ABLE TO DO ALL DATES AND TIMES YOU WILL BE ASSIGNED A DAY AND TIME UPON ENROLLMENT Friday, November 10, 2017; Time: 8:00pm-12am; 12am-4am; Saturday Nov 11 8pm-12am; 12am-4am Place: Penn Presbyterian Office Cost: \$0	0

- Once you have entered all of your utilities, the system will automatically save them (there is no save or submit button)

### Step 3: Your Profile

Review the settings on the right hand side of the screen

- My Settings**
  - Budget: will be preset on the backend by the Leadership Program
  - Maximum items: indicate whether you want to use your budget across 1 item or 2 items

My Settings

Budget: 1500.00

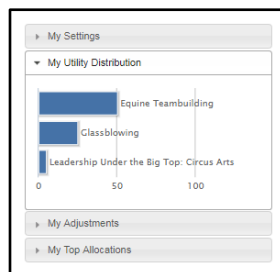
Maximum Items: 1 Update

My Utility Distribution

My Adjustments

My Top Allocations

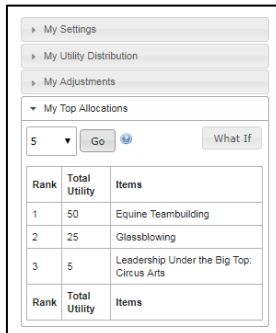
- My Utility Distribution:** will display how you have allocated your utilities across all items



- My Adjustments:** typically used when building a schedule (not for Ventures), where you can indicate if there are any combinations you do not wish to receive

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- **My Top Allocations:** will display a listing of your top allocations



The screenshot shows a web interface for 'My Top Allocations'. It includes a sidebar with links to 'My Settings', 'My Utility Distribution', 'My Adjustments', and 'My Top Allocations'. The main area has a dropdown menu set to '5', a 'Go' button, and a 'What If' button. Below this is a table with three columns: Rank, Total Utility, and Items.

Rank	Total Utility	Items
1	50	Equine Teambuilding
2	25	Glassblowing
3	5	Leadership Under the Big Top: Circus Arts

## Viewing Results in Course Match

**After being notified by your Venture Fellows**, you can log into Course Match to view results. You will also receive an automated email from the system with additional information.

## For Questions and Additional Support

### Video tutorials on Course Match

- [Tutorial of Course Match interface](#)
- [Course Match introductory video](#)

Please email us at [Wlpventures\\_ug@wharton.upenn.edu](mailto:Wlpventures_ug@wharton.upenn.edu), or stop by the McNulty Leadership Program Office in JMHH G47 with any questions.