Resolve your follow-ups

Settle the dates and details your syllabi left open, so your calendar and study plan are right.

A follow-up is something CourseCadence couldn't tell for sure from a syllabus, such as a date it had to estimate, a quiz with no date, or class times that weren't listed. You resolve them on the **Follow-ups** page in the web app, and your calendar updates as you go. Follow-ups appear after you **add a course from your syllabus** or **add a course by hand**.

Watch the video for this guide at docs.coursecadence.app/resolve-your-follow-ups.

Find your follow-ups

1. In the top menu, click **Follow-ups**. The number next to it is how many are still open.

You can also see them per course: on the **Courses & syllabi** page, each course card shows how many it has, such as **3 follow-ups**, or **All set** when there are none. On a course page, the **Follow-ups** card lists that course's open follow-ups.

The **Follow-ups** page lists them soonest first, in these groups:

- **Overdue**: study sessions you didn't finish. Click one to open the session.
- **This week**: follow-ups for items dated this week, or already past.
- **Later**: follow-ups for items due after this week.
- **No date yet**: items with no date, and course details such as class times.

When you have more than 10 follow-ups, only **This week** starts open. Click a group's name to open it.

Each follow-up has a label that tells you what it needs: **Confirm**, **Needs a date** or **Missing detail**. Click a follow-up to resolve it.

A sparkle icon next to a date means the date is AI-estimated: your syllabus didn't give an exact date, so CourseCadence estimated it from the week the item is listed in. Point to the icon to see this explanation.

Confirm a date

A **Confirm** follow-up shows a date (and sometimes a time) that CourseCadence estimated.

1. On the **Follow-ups** page, click the follow-up.
2. Check the date against your syllabus or what your instructor said.
3. Click one:
   - **Yes, that's right**: keeps the date as it is.
   - **Change date**: shows the **Date** and **Time** fields so you can correct it. If only the time was estimated, this button is **Change time**.
4. If you changed it, enter the right **Date** and **Time**, then click **Save date** (or **Save time**).

The follow-up turns green with an **Undo** link, and a message such as "Midterm exam confirmed" or "Midterm exam updated" appears. If the new date moves any study sessions, the dialog tells you how many before you save.

Add a missing date

A **Needs a date** follow-up is an item your syllabus lists without a date. It isn't on your calendar until you add one.

1. On the **Follow-ups** page, click the follow-up.
2. Click **Choose a date** to open the calendar. If CourseCadence knows roughly when the item falls, click **Suggested:** instead to open the calendar at that week.
3. Click the day your instructor gave.
4. (Optional) Change the **Time**. It starts at your class time.
5. Click **Add to calendar**.

The item is added to your calendar with that date, and the follow-up turns green with an **Undo** link.

Fill in a missing detail

A **Missing detail** follow-up is course information your syllabus didn't include. It can be one of these:

- **School**: search for your school and pick it from the list.
- **First day of class** or **Last day of class**: pick the date.
- **Course name**: type the course title.
- **Class times** or **Office hours**: pick the days, then enter when they start and end.

To fill in one detail:

1. On the **Follow-ups** page, click the follow-up.

2. Enter the detail. If CourseCadence already estimated it and the estimate is correct, click **Yes, that's right** and skip the next step.
3. Click **Save** followed by the detail's name, such as **Save School** or **Save Course name**.

To add class times or office hours:

1. On the **Follow-ups** page, click the follow-up.
2. Click each day that shares the same time.
3. Enter the **Starts** and **Ends** times.
4. (Optional) Enter a **Room (optional)** or **Location (optional)**.
5. Click **Done**.
6. (Optional) Click **+ Add another time** to add days with a different time, and repeat steps 2–5.
7. Click **Save class times** or **Save office hours**.

A message such as "Class times saved" appears, and the follow-up turns green with an **Undo** link. Class meetings and office hours are added to your calendar.

> **Note:** A course you added by hand shows **Finish setting up** followed by the course name. Click **Upload syllabus** or **Add quizzes and exams** to go to the course page, or **Add class times** to add them right there.

When every follow-up is resolved, the page shows **All caught up**. Click **See this week's study plan** to go to your calendar.

> **Note:** A follow-up can also close on its own: when you upload a new copy of the syllabus that has the answer, or when the item's date passes.

See also

- Review and edit a course
- Use the calendar
- Plan study sessions
- Your first week with CourseCadence