

Youngstown State University

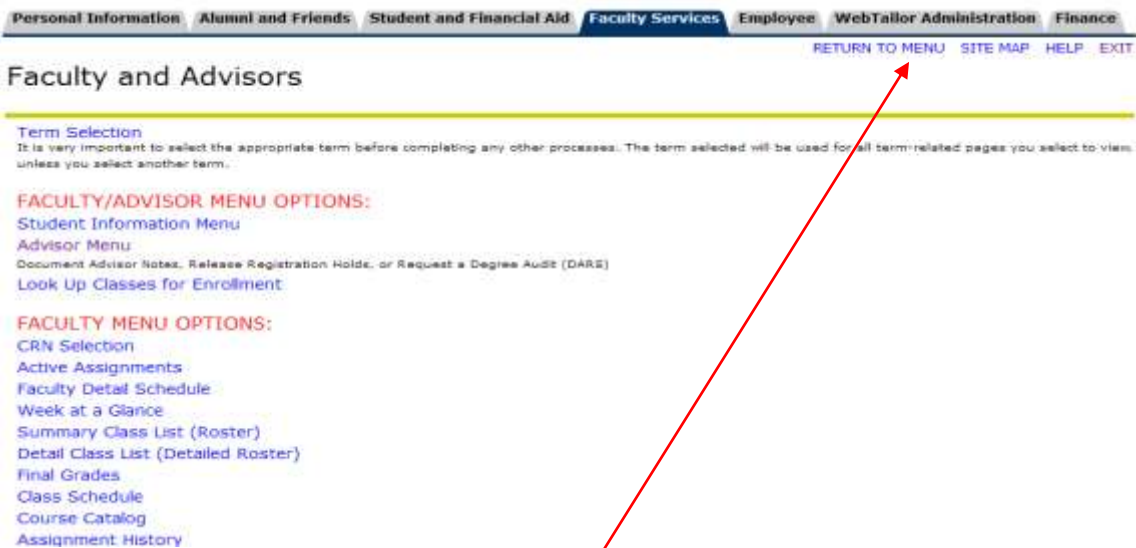
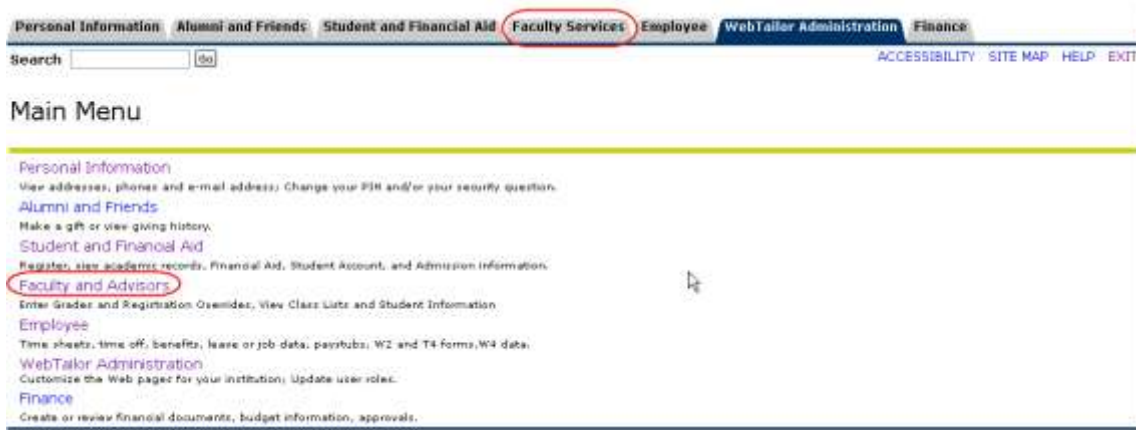
Academic Overview



Faculty/Advisement Services

Faculty and advisors can use the Faculty Services tab to review student information, document advisement information, unofficial transcripts, schedules and request a DARS audit; faculty can access information regarding class enrollment, obtain detailed and summary rosters, teaching schedules, and process online final grades.

Access this information by clicking the Faculty Services tab or the Faculty and Advisors link.

1. Click Faculty Services tab
2. Click Faculty and Advisors




-  The number of tabs that are available vary based on your role at YSU. Students will have a minimum of two tabs—Personal Information and Student and Financial Aid. Faculty and advisors will have a minimum of three tabs—Personal Information, Faculty Services and Employee.
-  Use the Return to Menu option to navigate back to the starting menu within the Self-Service environment.



Term Selection

The results that appear are based on the term selected.

1. Click Term Selection

 It is very important to select the appropriate term before completing any other processes. The term will be used for all term-related pages you select from the Faculty Services menu unless you return to this page later in your session and select another term.

2. Select <appropriate> Term

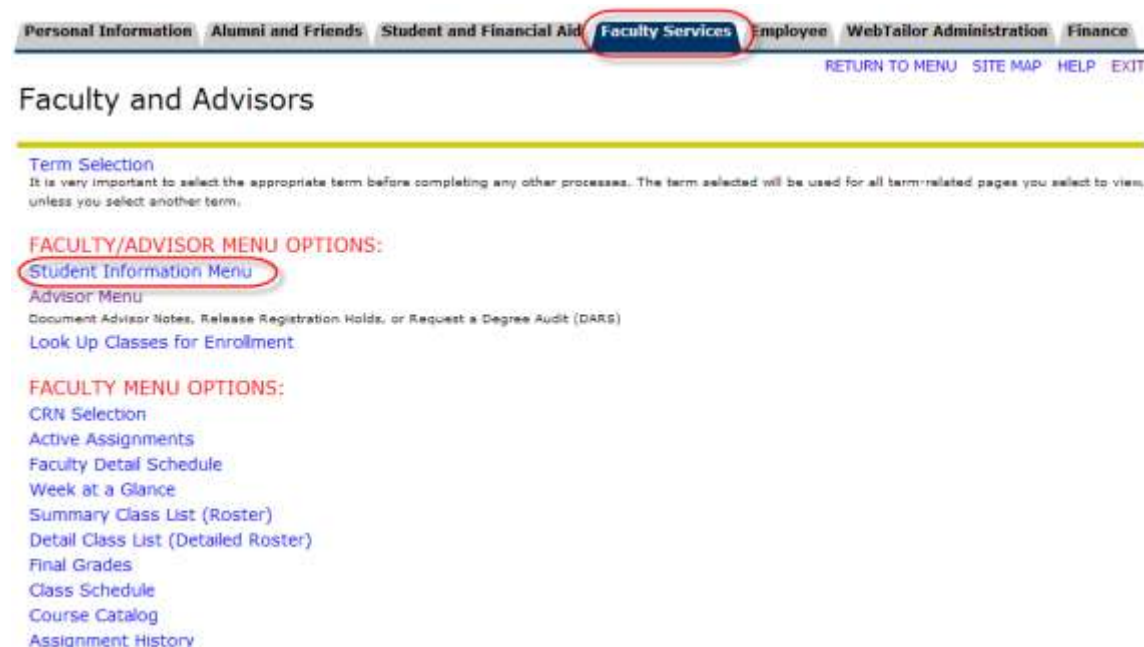
3. Click Submit

Select a Term:

Faculty Services/Advisors Menu

Faculty members and advisors can view a variety of information about a selected student. Information displayed is based on a selected term.

1. Click Student Information Menu



The screenshot shows a navigation menu with the following items: Personal Information, Alumni and Friends, Student and Financial Aid, Faculty Services (highlighted with a red circle), Employee, WebTailor Administration, and Finance. Below the menu are links for RETURN TO MENU, SITE MAP, HELP, and EXIT. The main heading is "Faculty and Advisors". Under "Term Selection", there is a note: "It is very important to select the appropriate term before completing any other processes. The term selected will be used for all term-related pages you select to view, unless you select another term." Below this is a section titled "FACULTY/ADVISOR MENU OPTIONS:" with a red circle around "Student Information Menu". Other options include "Advisor Menu" (with sub-links: Document Advisor Notes, Release Registration Holds, or Request a Degree Audit (DARS) and Look Up Classes for Enrollment) and "FACULTY MENU OPTIONS:" (with sub-links: CRN Selection, Active Assignments, Faculty Detail Schedule, Week at a Glance, Summary Class List (Roster), Detail Class List (Detailed Roster), Final Grades, Class Schedule, Course Catalog, and Assignment History).



ID Selection

Faculty and advisors can select a student by name or Banner ID.

1. Click ID Selection

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search (Go) RETURN TO MENU SITE MAP HELP EXIT

Student Information

Term Selection
ID Selection
Student Information
Student Address and Phones
Student E-mail Address
Student Schedule
Academic Transcript
Active Registrations
Registration History
View Test Scores
View Holds


 All Banner IDs begin with a *capital Y* followed by eight (8) numbers. The **Y** must be typed with a **capital letter**! The SSN is an alternate ID and can be used when necessary.

2. Enter <desired> **Banner ID**
- or
- 2a. Enter <desired> **Name**
3. **Click All**
4. **Click Submit**

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

RETURN TO MENU SITE MAP HE
Y00401721 Donna
Mar 09, 2008

Student and Advisee ID Selection

 You may enter:

1. The ID of the Student or Advisee you want to process, or
2. Partial names, a student search type, or a combination of both. Then select Submit.

Student or Advisee ID:

OR


Student and Advisee Query

Last Name:

First Name:

Search Type:

All



Use a % sign with the name search to broaden the results.



5. **Verify** <selected> **student**
6. **Click Submit**

Student and Advisee ID Selection

Select the Student or Advisee that you wish to process and then choose Submit Name.

Select a Student or Advisee: Amero, Laura E. Y00407131

Submit

Student Information

The Student Information option displays a variety of information including first term attended, current registration indicator, residency, citizenship, student type, status, admit term, catalog term, and curriculum details including program, level, college, degree, majors, minors and concentrations.

1. **Click Student Information**

The screenshot shows the Banner system navigation menu with the following items: Personal Information, Alumni and Friends, Student and Financial Aid, Faculty Services (circled in red), Employee, WebTailor Administration, and Finance. Below the menu is a search box with a 'Go' button and links for RETURN TO MENU, SITE MAP, HELP, and EXIT. The main content area is titled 'Student Information' and lists several options: Term Selection, ID Selection, Student Information (circled in red), Student Address and Phones, Student E-mail Address, Student Schedule, Academic Transcript, Active Registrations, Registration History, View Test Scores, and View Holds.



General Student Information

Information for [Laura E. Amero](#)
Student Information effective from Fall 2007 to The End of Time

Registered for Term: No
First Term Attended: Fall 2007
Status: Active
Residences: In state Resident
Citizenship: Citizen
Student Type: Readmit (Former YSU)
Class: Masters

Curriculum Information
Current Program
Master of Science in Education

Level: Graduate Semester
Program: MSD in Educational Admin
Admit Term: Fall 2007
Admit Type: Graduate-YSU Undergraduate
Catalog Term: Fall 2007
College: Graduate School
Campus: Main
Major and Department: Educational Administration, Educational Administration

Y00401721 Donna J. Warno
Fall 2007
Sep 18, 2007 02:59 pm

This is the student information being viewed.

Click here to see additional information

This is information regarding the term selected and your login and date ~ not the student.

[Student Schedule](#) | [Student Addresses and Phones](#) | [Student E-mail Addresses](#)

The links provide for navigation to other demographic information and the student's schedule.

Student Address/Phones/E-mail/Schedule

The Student Information Menu also provides links to student address, phone and e-mail information as well as the student's schedule.

1. Click Address and Phones
- or
2. Click Student E-mail Address
- or
3. Click Student Schedule

[Personal Information](#) | [Alumni and Friends](#) | [Student and Financial Aid](#) | [Faculty Services](#) | [Employee](#) | [WebTailor Administration](#) | [Finance](#)

Search (Go) [RETURN TO MENU](#) | [SITE MAP](#) | [HELP](#) | [EXIT](#)

Student Information

[Term Selection](#)
[ID Selection](#)
[Student Information](#)
[Student Address and Phones](#)
[Student E-mail Address](#)
[Student Schedule](#)
[Academic Transcript](#)
[Active Registrations](#)
[Registration History](#)
[View Test Scores](#)
[View Holds](#)

View Student Addresses and Phones

Information for [Laura E. Amero](#)

Addresses and Phones

Permanent

Phones

Current: May 11, 2005 - (No end date) Primary: 330-8818885
693 Saddlebrook Drive
Boardman, Ohio 44512-4782

Select Student E-Mail Address to View

E-mail Addresses

Campus E-mail

leamero@student.ysu.edu **Preferred**

View Student Schedule

Information for [Laura E. Amero](#)

Current Schedule

Total Credit Hours: 3.000

Family Systems - COUN 6991 - 0

Associated Term: Summer 2007

CRN: 30018

Status: ****Web Registered**** on May 24, 2007

Assigned Instructor: Mary Elizabeth De Luco 

Grade Mode: Traditional/PR

Credits: 3.000

Level: Graduate Semester

Campus: Main

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	5:10 pm - 7:50 pm	R	TBA	May 21, 2007 - Aug 12, 2007	Lecture	Mary Elizabeth De Luco (P) 



Transcripts

The student's unofficial transcript can be viewed by a faculty/advisor or by the student.

1. Click Academic Transcript

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search (Go) RETURN TO MENU SITE MAP HELP EXIT

Student Information

Term Selection
ID Selection
Student Information
Student Address and Phones
Student E-mail Address
Student Schedule
Academic Transcript
Active Registrations
Registration History
View Test Scores
View Holds

2. Select Transcript Level
3. Select Transcript Type
4. Click Display Transcript

Select the transcript level and transcript type.

Transcript Level: All Levels

Transcript Type: Advising

Display Transcript

Spring 2005

College: Business Administration
Major: Human Resource Management

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	R
ACCT	2602	UG	FINANCIAL ACCOUNTING	B	3.000	9.00	I
CMST	1545	UG	COMM THEORY/PRACTICE	X	3.000	0.00	E
CMST	1545	UG	COMM THEORY/PRACTICE	B	3.000	9.00	I
ECON	3780	UG	BUS & ECON STATISTIC	B	4.000	12.00	I
ECON	3781	UG	BUS/ECON STAT WRKSH	B	1.000	3.00	I
GEOL	1504	UG	THE DYNAMIC EARTH	A	3.000	12.00	I
PHIL	2625	UG	INTRO TO PROF ETHICS	B	3.000	9.00	I

Unofficial Transcript

This transcript is NOT an official transcript



Active Registration

Displays the active registration (i.e., not rolled to academic history) for the current selected term or the upcoming term if registration is in process.

1. Click Active Registrations



Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search RETURN TO MENU SITE MAP HELP EXIT

Student Information

- Term Selection
- ID Selection
- Student Information
- Student Address and Phones
- Student E-mail Address
- Student Schedule
- Academic Transcript
- Active Registrations**
- Registration History
- View Test Scores
- View Holds

Registration History

This page displays all of the student's registration activity, **regardless** of status or term. Since there is no term requirement, registration information displayed may cross various terms. Therefore, the information is presented by course within term.

1. Click Registration History



Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search RETURN TO MENU SITE MAP HELP EXIT

Student Information

- Term Selection
- ID Selection
- Student Information
- Student Address and Phones
- Student E-mail Address
- Student Schedule
- Academic Transcript
- Active Registrations
- Registration History**
- View Test Scores
- View Holds



View Test Scores

Displays student's test scores.

1. Click View Test Scores


Personal Information | Alumni and Friends | Student and Financial Aid | **Faculty Services** | Employee | WebTailor Administration | Finance

Search [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student Information

- [Term Selection](#)
- [ID Selection](#)
- [Student Information](#)
- [Student Address and Phones](#)
- [Student E-mail Address](#)
- [Student Schedule](#)
- [Academic Transcript](#)
- [Active Registrations](#)
- [Registration History](#)
- [View Test Scores](#)**
- [View Holds](#)

Test Scores

 This page lists the test scores for this student if the student is registered for the selected term.

Information for:

Test Scores

Test Description	Test Score	Date Taken
ACT English	25	Oct 01, 2006
ACT Math	23	Oct 01, 2006
ACT Reading	19	Oct 01, 2006
ACT Science Reasoning	21	Oct 01, 2006
ACT Composite	22	Oct 01, 2006
SAT Verbal (SAT CR)	510	May 01, 2006
SAT Mathematics (SAT M)	480	May 01, 2006
SAT Writing (SAT W)	500	May 01, 2006



View Holds

Displays any holds that have been applied to the student's record on a per-term basis.

1. Click View Holds

The screenshot shows the Banner Faculty Services web interface. The navigation menu at the top includes: Personal Information, Alumni and Friends, Student and Financial Aid, Faculty Services (circled in red), Employee, WebTailor Administration, and Finance. Below the menu is a search bar and navigation links: RETURN TO MENU, SITE MAP, HELP, EXIT. The main content area is titled 'Student Information' and lists various options: Term Selection, ID Selection, Student Information, Student Address and Phones, Student E-mail Address, Student Schedule, Academic Transcript, Active Registrations, Registration History, View Test Scores, and View Holds (circled in red). Below this is the 'View Holds' section, which includes a warning: 'Please note that some holds are sensitive and may not display.' A table titled 'Administrative Holds' is displayed with the following data:

Hold Type	From Date	To Date	Amount	Reason	Originator	Processes Affected
Student Life Hold	May 23, 2007	Dec 31, 2009		See office of Student life for		Registration

At the bottom of the 'View Holds' section, there is a 'Return to Previous' link and navigation options: [ID Selection | Term Selection]

Advisement - Call Your Advisor
Financial Hold - 941-3133
Old Balance - 941-3143
Old Balance - 941-3143
Old Balance - 941-3143
Hld for Credentials 941-3182
Old Balance - 941-3143
Old Balance - 941-3143
Financial Hold - 941-3133
Graduation - 941-3182
Grad Admissions - 941-3091

Library Fine - 941-3675
Financial Hold - 941-3133
Old Balance - 941-3143
Perkins Loan - 941-3135
Perkins Loan - 941-3135
Parking Fine- 941-7189
Partial Record - 941-3182
Registration Cnvt - 941-2267
Registrar's - 941-3178
Student Life - 941-4703
Stafford Ext Intrvw 941-3505


Undergrad Adm - 941-2000
Unverified Record - 941-3182
Old Balance - 941-3143
Convert Transcript Hold



Advisor Menu

Faculty members and advisors can document course advisement, advisor notes and perform a DARS Degree Audit.

1. Click Advisor Menu



The screenshot shows the top navigation bar with 'Faculty Services' highlighted. Below the navigation bar, the page title is 'Faculty and Advisors'. A 'Term Selection' section is followed by 'FACULTY/ADVISOR MENU OPTIONS:'. Under this section, 'Advisor Menu' is circled in red. Other options include 'Student Information Menu', 'Document Advisor Status, Release Registration Holds, or Request a Degree Audit (DARS)', and 'Look Up Classes for Enrollment'. Below this is 'FACULTY MENU OPTIONS:' with various options like 'CRN Selection', 'Active Assignments', 'Faculty Detail Schedule', etc.

Enter Advisement Notes

Provides an area to document and display notes to student by term. The courses that you identify on the Advisement Notes or Student Course Advisement and Registration Release are for documentation purposes and will not force or prevent the student for registering for those courses.

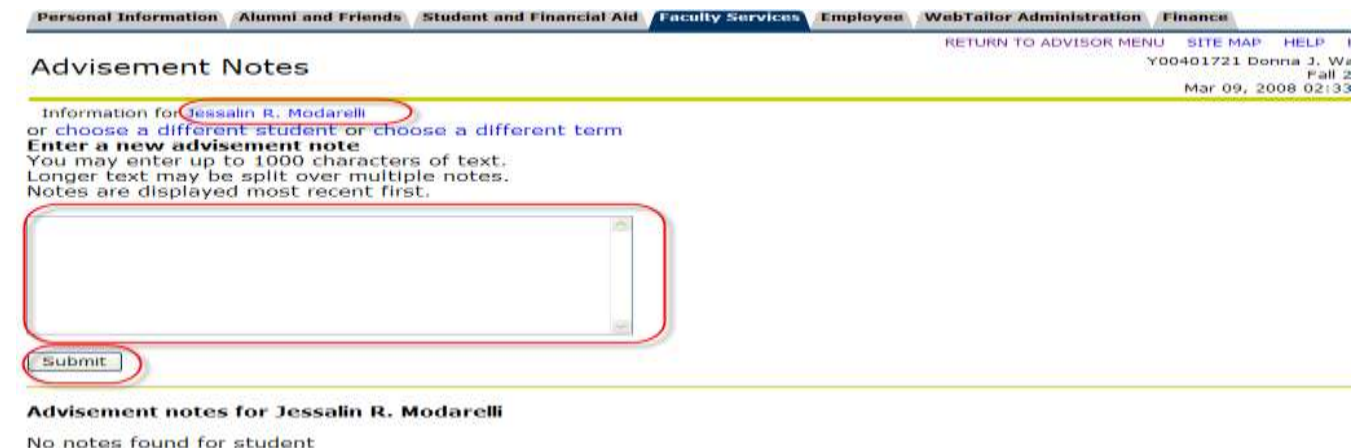


The screenshot shows the top navigation bar with 'Faculty Services' highlighted. Below the navigation bar, the page title is 'Faculty & Advisors Menu'. Under this, 'Enter Advisement Notes' is circled in red. Other options include 'Student Course Advisement and Registration Release', 'DARSWeb', and 'Request and review degree audits (DARS)'. At the bottom, it says 'RELEASE: 7.3' and 'powered by SUNGARD HIGHER EDUCATION'.

1. Click Enter Advisement Notes

Choose the appropriate term and Student ID as identified above

2. **Verify** <appropriate> student
3. **Enter** <desired text> in notes area
4. **Click Submit**



The screenshot shows the top navigation bar with 'Faculty Services' highlighted. Below the navigation bar, the page title is 'Advisement Notes'. The form is for 'Jessalin R. Modarelli'. It says 'Enter a new advisement note' and 'You may enter up to 1000 characters of text. Longer text may be split over multiple notes. Notes are displayed most recent first.' There is a large text input area with a scroll bar. Below the input area is a 'Submit' button circled in red. At the bottom, it says 'Advisement notes for Jessalin R. Modarelli' and 'No notes found for student'.



Enter Course Advisement and Registration Release

Provides an area to suggest course(s) and release the student to register by term.

Faculty & Advisors Menu

- Enter Advisement Notes
- Student Course Advisement and Registration Release**
- Student ID Selection
- DARSWeb
- Request and review degree audits (DARS).

1. Click Student Course Advisement and Registration Release

Choose the appropriate term and Student ID as identified above

Course Advisement Y00401721 Donna J. Wainio
Fall 2007
Feb 18, 2008 05:53 pm

Information for Maria C. Mooney
or choose a different student
**Course advisement for Maria C. Mooney
Fall 2007**

Student standing: Not yet on file

Remove?	Course	Description
<input type="checkbox"/>	ADV 3711	Marketing Communications


Comments

2 b - optional 3 - CRITICAL!!


Remove checked courses Complete advisement and release hold

Subject	Course
ACCT - Accounting	Select subject
ADV - Advertising	
ANTH - Anthropology	
ART - Art	
AS - Arts and Sciences	
ASTR - Astronomy	
BIOL - Biology	
BUS - Business Administration	
CHEM - Chemistry	
CJUS - Criminal Justice	
ENGL - English	
ENGR - Engineering	

- 1a. **Verify** <appropriate> student
2. **Double-click** <desired Subjects>
- 2a. **Double-click** <desired Courses>

 **The selected courses appear at the top of the screen; if necessary to remove any previously selected courses, place a checkmark in the box under the remove column and click Remove checked courses.**

- 2b. **Add** <additional text> in comments area if necessary
3. **Click Complete advisement and release hold**

 **If the hold is not released, the student will not be able to register!**



4. **Verify** the **Advisement Hold** has been released
5. **Email** or **Print** a copy for the student

Advisement hold released for Jessalin R. Modarelli

Information for [Jessalin R. Modarelli](#)
 or [choose a different student](#) or [choose a different term](#)
Course advisement for Jessalin R. Modarelli
Fall 2008

Student standing: Not yet on file

Remove?	Course	Description
<input type="checkbox"/>	AMER 6900	Approaches to American Studies
<input type="checkbox"/>	AHLT 3705	Pharmacotherapeutics

[E-mail advisement to student](#) [Printable courses \(in a separate window\)](#)

DARSWeb

Provides an opportunity to perform an online review of a degree audit.

1. Click DARSWeb

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

RETURN TO MENU SITE MAP HELP EXIT

Faculty & Advisors Menu

[Enter Advisement Notes](#)
[Student Course Advisement and Registration Release](#)
[Student ID Selection](#)
[DARSWeb](#)
[Request and review degree audits \(DARS\).](#)

2. Click Submit an Audit

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search RETURN TO ADVISOR MENU SITE MAP HELP EXIT

Degree Audit Reporting System

[Submit an Audit](#)
 Run an audit for a student
[View an Audit](#)
 Select an audit from a list of audits that you have submitted.

3. Enter <desired> Student Banner ID

4. Click Submit ID

Enter Student ID

Please enter the ID of the student for which you wish to run an audit.

Student ID:



5. Select <appropriate> degree program
6. Select <appropriate> requirements
7. Click Run Audit

Submit Audit

Student: Donna J. Wainio

Ref Analysis
Use Reference Articulation:
Ref ARTY

Select Degree Program: Latest (all) Complete Requirements Only **Run Audit**

RELEASE: 7.0.1

8. Click View Submitted Audits



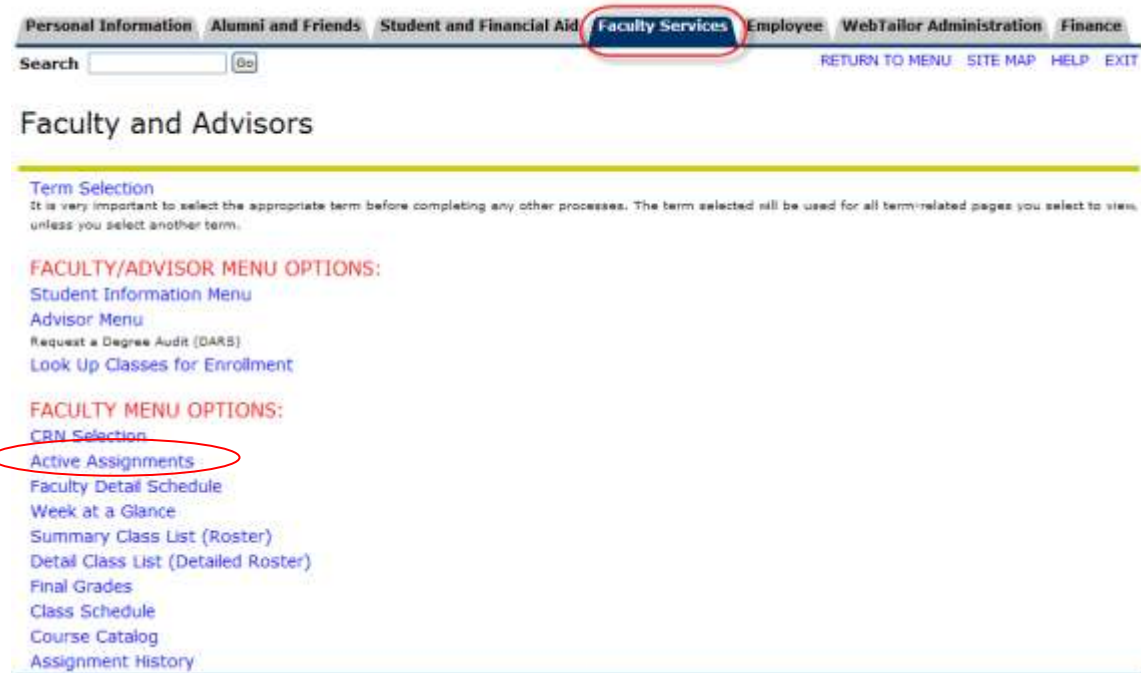
Faculty Services Options

In addition to the information provided above, faculty members can view information regarding his/her teaching assignments.

Active Assignments

Displays the faculty member's current teaching assignments (i.e., not rolled to academic history); the results that appear are based on the term selected.

1. Click Active Assignments



The screenshot shows the Banner Faculty Services navigation menu. The 'Faculty Services' tab is highlighted with a red circle. Below the menu, the 'Active Assignments' link under the 'FACULTY MENU OPTIONS' section is also circled in red.

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search (Go) RETURN TO MENU SITE MAP HELP EXIT

Faculty and Advisors

Term Selection
It is very important to select the appropriate term before completing any other processes. The term selected will be used for all term-related pages you select to view, unless you select another term.

FACULTY/ADVISOR MENU OPTIONS:

- Student Information Menu
- Advisor Menu
- Request a Degree Audit (DARS)
- Look Up Classes for Enrollment

FACULTY MENU OPTIONS:

- CRN Selection**
- Active Assignments**
- Faculty Detail Schedule
- Week at a Glance
- Summary Class List (Roster)
- Detail Class List (Detailed Roster)
- Final Grades
- Class Schedule
- Course Catalog
- Assignment History



The screenshot shows the 'View Active Assignments' page. It lists two active courses with their details.

View Active Assignments Y00401721 Donna J. Wainio
Jun 04, 2007 10:42 am

The following classes have active (not rolled to Academic History) students. The class syllabus and office hours may also be maintained.

Active Assignments

IMC Campaigns - ADV 4855 0

Associated Term:	Fall 2007	Credits:	3,000
CRN:	40008	Grade Mode:	Audit, Credit/No Credit, Traditional
Status:	Active	Course Level:	Undergraduate Semester
Schedule Type:	Lecture	Syllabus:	Add
Instructional Method:		Office Hours:	Add
Campus:	Main	Roster:	Classlist
Available for Registration:	May 23, 2007 to Jun 15, 2007	Detail Schedule:	Display

Finance Field Experience - FIN 2600 0

Associated Term:	Fall 2007	Credits:	1,000
CRN:	40013	Grade Mode:	Audit, Credit/No Credit, Traditional
Status:	Active	Course Level:	Undergraduate Semester
Schedule Type:	Practicum	Syllabus:	Add
Instructional Method:		Office Hours:	Add
Campus:	Main	Roster:	Classlist
Available for Registration:	May 23, 2007 to Jun 15, 2007	Detail Schedule:	Display



Faculty Schedules

Faculty members can choose various calendar options to display information about the classes assigned in a term.

1. Click Faculty Detail Schedule

or

1a. Click Week at a Glance

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search (Go) RETURN TO MENU SITE MAP HELP EXIT

Faculty and Advisors

Term Selection
It is very important to select the appropriate term before completing any other processes. The term selected will be used for all term-related pages you select to view, unless you select another term.

FACULTY/ADVISOR MENU OPTIONS:
[Student Information Menu](#)
[Advisor Menu](#)
[Request a Degree Audit \(DARS\)](#)
[Look Up Classes for Enrollment](#)

FACULTY MENU OPTIONS:
[CRN Selection](#)
[Active Assignments](#)
[Faculty Detail Schedule](#)
[Week at a Glance](#)
[Summary Class List \(Roster\)](#)
[Detail Class List \(Detailed Roster\)](#)
[Final Grades](#)
[Class Schedule](#)
[Course Catalog](#)
[Assignment History](#)

Faculty Detail Schedule

Y06401721 Donna J. Wanko
Fall 2007
Jun 04, 2007 11:09 am

Writing a Degree in Shopping - 40048 - ENGL 1551 - 0

Status: Active
Available for Registration: Aug 20, 2006 - Dec 16, 2007
College: Arts and Sciences
Department: English
Part of Term: 1
Course Credits: 3.000
Course Levels: Undergraduate Semester
Campus: Main
Override: No
Syllabus: Main
Rosters: Classlist
Office Hours: Add

Enrollment Counts

	Maximum	Actual	Remaining
Enrollment:	30	2	28
Cross List:	0	0	0

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule	Type	Instructors
Class	8:00 am - 8:50 am	MWF	TBA	Jun 13, 2006 - Dec 16, 2007	do not use		Donna J. Wanko (P)

Week at a Glance

Y06401721 Donna J. Wanko
Jun 04, 2007 11:07 am

The following is your class schedule by day and time. Classes that do not have scheduled meeting times or have time conflicts are listed at the bottom of the page. Click on hyperlinked courses for more detail.

Go to (MM/DD/YYYY):

Previous Week Week of Jun 04, 2007 (55 of 60) Next Week

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Bank ENGL 1551-0 40048 Class 8:00 am-8:50 am TBA		ENGL 1551-0 40048 Class 8:00 am-8:50 am TBA		ENGL 1551-0 40048 Class 8:00 am-8:50 am TBA		



Faculty Class Lists

Faculty members can choose various options to display information about the students registered for the course. The Summary Class List page displays details such as name, ID, level, credit hours, and grades. The Detail Class List page displays all the details about the students, plus the student's program, college, department, degree, major, class, and registration status date.

1. Click Summary Class List (Roster)

or

1a. Click Detail Class List (Detailed Roster)

Personal Information | Alumni and Friends | Student and Financial Aid | **Faculty Services** | Employee | WebTailor Administration | Finance

Search [RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Faculty and Advisors

Term Selection
It is very important to select the appropriate term before completing any other processes. The term selected will be used for all term-related pages you select to view, unless you select another term.

FACULTY/ADVISOR MENU OPTIONS:

- [Student Information Menu](#)
- [Advisor Menu](#)
- [Request a Degree Audit \(DARS\)](#)
- [Look Up Classes for Enrollment](#)

FACULTY MENU OPTIONS:

- [CRN Selection](#)
- [Active Assignments](#)
- [Faculty Detail Schedule](#)
- [Week at a Glance](#)
- [Summary Class List \(Roster\)](#)
- [Detail Class List \(Detailed Roster\)](#)
- [Final Grades](#)
- [Class Schedule](#)
- [Course Catalog](#)
- [Assignment History](#)

Summary Class List

Y08401721 Donna J. Weir
Fall 2007
Jun 04, 2007 11:09 am

***** An asterisk will appear next to the appropriate field if any of the following conditions exist: 1) The student has more than one major or department in his/her primary or secondary curriculum. 2) The student has a program, level, college, or degree in the secondary curriculum that is different from that in his/her primary curriculum.

If the word Confidential appears next to a student's name, the personal information is to be kept confidential.

Course Information

Writing a Degree in Shopping - ENGL 1551 0
CRN: 40048
Duration: Jun 13, 2006 - Dec 16, 2007
Status: Active

Enrollment Counts

	Maximum	Actual	Remaining
Enrollment:	30	2	28
Cross List:	0	0	0

Summary Class List

Record Number	Student Name	ID	Reg Status	Level	Credits	Final	Grade Detail
1	Gouldsbury, Lisa N.	Y08566740	**Web Registered**	Undergraduate Semester	3.000	Enter	
2	Tetani, Tommy	Y08020159	**Registered**	Undergraduate Semester	3.000	Enter	

Email class

Detail Class List

Y08401721 Donna J. Weir
Fall 2007
Jun 04, 2007 11:14 am

***** An asterisk will appear next to the appropriate field if any of the following conditions exist: 1) The student has more than one major or department in his/her primary or secondary curriculum. 2) The student has a program, level, college, or degree in the secondary curriculum that is different from that in his/her primary curriculum.

If the word Confidential appears next to a student's name, the personal information is to be kept confidential.

Course Information

Writing a Degree in Shopping - ENGL 1551 0
CRN: 40048
Duration: Jun 13, 2006 - Dec 16, 2007
Status: Active

Enrollment Counts

	Maximum	Actual	Remaining
Enrollment:	30	2	28
Cross List:	0	0	0

Detail Class List

Record Number	Student Name	ID	Registration Status	Registration Number
1	Gouldsbury, Lisa N.	Y08566740	**Web Registered**	2

Current Program

Bach of Science in Business Ad
Level: Undergraduate Semester
Admit Term: Fall 2003
Admit Type: Former Undergrad Transfer
Catalog Term: Fall 2003
College: Business Administration
Campus: Main



Final Grades

Faculty members can enter/change final grades until grades have been rolled to academic history.

1. Click Final Grades

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search Go RETURN TO MENU SITE MAP HELP EXIT

Faculty and Advisors

Term Selection
It is very important to select the appropriate term before completing any other processes. The term selected will be used for all term-related pages you select to view, unless you select another term.

FACULTY/ADVISOR MENU OPTIONS:

- Student Information Menu
- Advisor Menu
- Request a Degree Audit (DARS)
- Look Up Classes for Enrollment

FACULTY MENU OPTIONS:

- CRN Selection
- Active Assignments
- Faculty Detail Schedule
- Week at a Glance
- Summary Class List (Roster)
- Detail Class List (Detailed Roster)
- Final Grades**
- Class Schedule
- Course Catalog
- Assignment History

2. Choose <appropriate> **Grade** from dropdown list for each student registered
3. Click **Submit**

Final Grades Y00401721 Donna J. Waino
Fall 2007
Jun 04, 2007 11:17 am

Enter final grades and last attendance date and hours. If Confidential appears next to a student's name, the personal information is to be kept confidential.

Course Information
Writing a Degree in Shopping - ENGL 1551 0
CRN: 40048
Students Registered: 2

Please submit the grades often. There is a 180 minute time limit starting at 11:17 am on Jun 04, 2007 for this page.

Final Grades

Record Number	Student Name	ID	Credits	Registration Status	Grade	Rolled	Last Attend Date	Attend Hours	Registration Number
1	Gouldsberry, Lisa N.	Y00566740	3.000	**Web Registered** Jan 08, 2007	None	N			2
2	Tutone, Tommy	Y00628169	3.000	**Registered** Sep 28, 2006	A	N			1

Submit Reset



Schedule/Catalog Search Options

Faculty members can choose search options to display information about the schedule of classes and the catalog. These options can be used rather than clicking on the link in the detail schedule.

1. Click Class Schedule

or

1a. Click Course Catalog



Faculty and Advisors

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FACULTY/ADVISOR MENU OPTIONS:

[Student Information Menu](#)
[Advisor Menu](#)
[Request a Degree Audit \(DARS\)](#)
[Look Up Classes for Enrollment](#)

FACULTY MENU OPTIONS:

[CRN Selection](#)
[Active Assignments](#)
[Faculty Detail Schedule](#)
[Week at a Glance](#)
[Summary Class List \(Roster\)](#)
[Detail Class List \(Detailed Roster\)](#)
[Final Grades](#)
[Class Schedule](#)
[Course Catalog](#)
[Assignment History](#)

Search by Term:

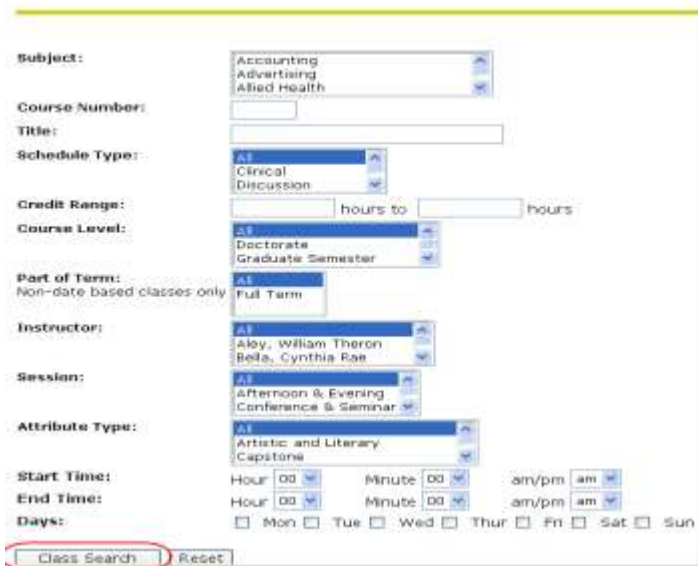
Fall 2007

Submit

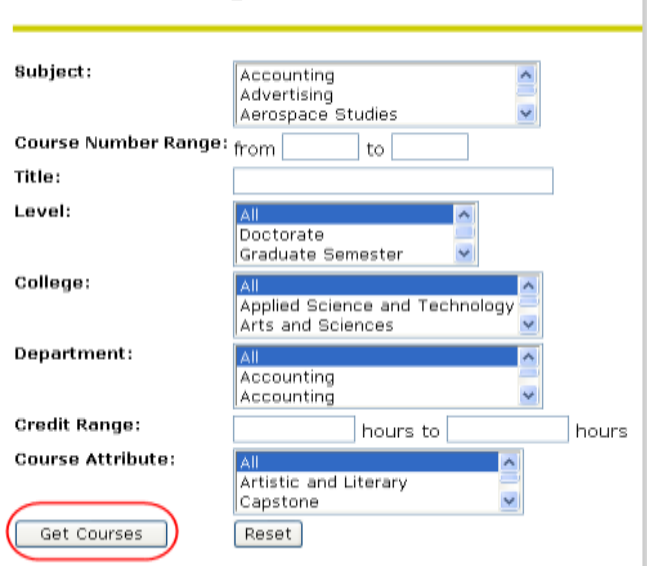
Reset

2. Choose <desired> term
 3. Choose <desired> criteria
 4. Click Class Search
- or
5. Get Courses

Class Schedule Search



Course Catalog Search



Assignment History

Faculty members can review past and present teaching assignments using the Assignment History feature.

1. Click Assignment History

Personal Information Alumni and Friends Student and Financial Aid **Faculty Services** Employee WebTailor Administration Finance

Search RETURN TO MENU SITE MAP HELP EXIT

Faculty and Advisors

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View Assignment History

Y08401721 Donna J. Waino
Jun 04, 2007 01:22 pm

The following represents your class assignments, both past and present.

Associated Term	CRN	Course	Course Title	Credits	Level	Campus	Instructional Method	Open for Registration	Status
Fall 2007	4000B	ADV 4655	IMC Campaigns	3.000	Undergraduate Semester	Main		Yes	Active
Fall 2007	40013	FIN 2600	Finance Field Experience	1.000	Undergraduate Semester	Main		Yes	Active
Fall 2007	40046	MGT 6917	Info Systems for Management	2.000	Graduate Semester	Main		Yes	Active
Fall 2007	40049	JTAL 2600	Intermediate	4.000	Undergraduate Semester	Main		Yes	Active
Fall 2007	40054	PSYC 3702	Abnormal Psychology	3.000	Undergraduate Semester	Main		Yes	Active
Fall 2007	40060	HSC 1568	Healthy Lifestyles	3.000	Undergraduate Semester	Main		Yes	Active
Fall 2007	40063	ART 1501	Fundamentals of 2D Design	3.000	Undergraduate Semester	Main		Yes	Active
Fall 2007	40064	ACCT 6906	Estate Planning	2.000	Graduate Semester	Main		Yes	Active
Fall 2007	40065	ACCT 6930	Accounting Theory	3.000	Graduate Semester	Main		Yes	Active
Fall 2007	40070	BUS 1500	Exploring Business	3.000	Undergraduate Semester	Main	Traditional	Yes	Active
Summer 2007	30022	ENGL 2631	Mythology in Literature	3.000	Undergraduate Semester	Main		Yes	Active
Summer 2007	30033	POL 3785	Political Thought I	3.000	Undergraduate Semester	Main		Yes	Active



Index

Faculty/Advisement Services	2
Term Selection	3
Faculty Services/Advisors Menu	3
ID Selection	4
Student Information	5
Student Address/Phones/E-mail/Schedule.....	6
Transcripts.....	8
Active Registration	9
Registration History	9
View Test Scores	10
View Holds	11
Advisor Menu	12
Enter Advisement Notes	12
Enter Course Advisement and Registration Release	13
DARSWeb	14
Faculty Services Options	16
Active Assignments	16
Faculty Schedules	16
Faculty Class Lists	17
Final Grades	18
Schedule/Catalog Search Options.....	20
Assignment History	20

