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Office of the Registrar

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FERPA & Student Records

www.uidaho.edu/registrar/faculty/ferpa

WHAT IS FERPA?

The Family Educational Rights and Privacy Act of 1974, or commonly FERPA, is a federal law that governs the confidentiality of student records.

WHY WE HAVE TO COMPLY?

FERPA regulations apply to all schools that received federal funding under programs administered by the Secretary of Education. This includes funding such as student financial aid and research grants.

BASICS

The general rule is that you may not have access to, or release education records to third parties without the student's written consent. <u>Faculty-Staff Handbook Section 2600</u> outlines the UI student records policy. There are three important aspects of FERPA when using student records:

- ★ Directory Information
 - These are the individual items that can be released to the public (third parties) without the student's written consent, assuming record confidentiality has not been requested. See the list of directory information items on the Registrar's FERPA website.
- ★ Personally Identifiable Information
 - Any information that makes the student's identity easily traceable and cannot be released without the student's written consent. Student ID numbers, classes enrolled in, and grades are examples of personally identifiable information.
- ★ Legitimate Educational Interest
 - Only employees who need to access student records to perform his or her official duties at the University have a legitimate educational interest. Department and College employees who work directly with students or faculty teaching courses would have needs to access records specifically related to the students they serve. Legitimate education interest does not extend to personal relationships with students.

CONFIDENTIALITY

Students can request some or all directory information items remain confidential and therefore restrict release. To request record confidentiality, students submit the <u>Confidentiality Request form</u> available on the Registrar's website. Students who request confidentiality restrict their ability to be serviced except in-person with photo ID, as there is no way to verify identity via phone or email. Confidentiality remains active on the record, even after the student leaves the University, unless revoked in writing by the student. Extra care needs to be taken with confidential records to ensure there is no violation of information release.

CONSENT TO RELEASE

Students may authorize the University to *verbally release* record information to a third party, such a parent, spouse, or other family members. Consent allows University officials to discuss the student's information with the consentee. Verification of consent must be confirmed before any information is released.

Student Module Menu Location

Note: User must have completed Banner Navigation training and have an active Banner account.

Click the menu icon (top, left), select Applications, Banner, Student (*STUDENT) >, then scroll to the bottom of the list for the Student Module Query Forms Menu for a menu listing of pages. Alternatively, pages may be accessed by entering the name or description in the Welcome box.

Back to Applications			W	/elcome	
< Banner					
Student (*STUDENT)	>		Search		9
Advancement (*ALUMNI)					
Finance System Menu (*FINANCE)					
Human Resources (*HRS)					
Financial Aid (*RESOURCE)					
General (*GENERAL)					
		Ellucian® © 2014–2018 Ellucian Compa	ny L.P. and its affiliates.		
		This software contains confidential and proprie limited to Ellucian licensees, and is subject to th between Ellucian and the licensee in question.	ary information of Ellucian and its subsid e terms and conditions of one or more w	liaries. Use of this software is ritten license agreements	880

SPAIDEN

General Identification – Names and IDs

In ID field...enter student's V or ID number or search and click

Go button

Click on Search icon ... then Person Search option

🖮 F9

×	General Pers	on Identification SPAIDEN	9.3.8 (* PPR	D *)					🔒 ADD	RETRIEVE	🔓 REL	ATED	🗱 TOOLS
ID: VO	0629088 Vand	al, Joe I.								-		Start	Over
Curre	nt Identification	Alternate Identification	Address	Telephone	E-mail	Emerge	ncy Contact	Additional	Identification				
TIDEN										🖶 Insert	Delete	🖣 Сору	👻 Filter
	ID	V00629088					Name Type						0
• PERS	ON									🖶 Insert	E Delete	📲 Сору	👻 Filter
	<i></i>							Prefix					^
	Last Name	Vandal						Suffix					
	First Name	Joe					Preferred First	st Name					
	Middle Name	Idaho					Full Lega	al Name					
<	-												> [*]
VON-	PERSON									🖶 Insert	Delete	📲 Сору	🌱 Filter
	Name												\sim
TID AN	ID NAME SOURCE	E								🖶 Insert	E Delete	🖷 Сору	Y Filter
Last l	Jpdate Origin	GOAMTCH											^
Origir	al Creation User	CMENTER					Create Date	03/09/20	18]			~

The Current Identification tab displays the official current student name. Optionally, Preferred First Name is also designated.

× General Perso	on Identification SPAIDEN).3.8 (* PPRI) *)			A 🖬		뤔 REL	ATED	🗱 TOOLS
ID: V00629088 Vanda	al, Joe I.								Start C)ver
Current Identification	Alternate Identification	Address	Telephone	E-mail	Emergency Contact	Additional Identificat	ion			
ALTERNATE NAMES OF	RIDS						🚼 Insert	Delete	Рв Сору	Ϋ Filter
Name Type						First Name	Joe			
Change Type	ID					Middle Name	Idaho			
ID	181-12345					Origin	SPAIDEN			
						Create User	CMENTER			
Last Name	Vandal					Create Date	03/09/2018			
<										>
Name Type						First Name	Joseph			
Change Type	Name					Middle Name	I.			
ID	V00629088					Origin	SPAIDEN			
						Create User	CMENTER			
Last Name	Vandal					Create Date	03/09/2018			
<										>
< 1 of 1 ► >	5 V Per Page								Reco	ord 1 of 2

Aliases are listed under the Alternate Identification tab on SPAIDEN, including traditional student ID number and other names. Searches performed under any alias will retrieve the record. Expand the number of records *Per Page* to display more details or use Next Record icon ► to scroll through records.

SPAIDEN

General Identification – Addresses and Email

X General Perso	on Identification SPAIDEN	9.3.8 (* PPRI) *)			🔒 ADD	RETRIEVE	🖧 RELA	TED	🏶 TOOLS	1
ID: V00629088 Vanda	al, Joe I.									Start Ov	ver
Current Identification	Alternate Identification	Address	Telephone	E-mail	Emergency Contact	Additional Identi	ification				
 ADDRESS INFORMATIO 	N	•						🗄 Insert 🛛 🗖	Delete	🌄 Сору	Y, Filter
From Date	03/09/2018				County	ID057 ·	- Latah				
To Date					Nation						
Address Type	MA Mailing/Lo	cal			Telephone Type	MA	Mailing/Local				
Sequence Number	1										
					Area Code	208					
Street Line 1	2637 Gold Drive				Phone Number	3301234					
Street Line 2					Extension						
Street Line 3						Inactivate	Address				
					Source						
City	Moscow				Delivery Point						
State or Province	ID Idaho				Correction Digit						
ZIP or Postal Code	83843				Carrier Route						
🖌 ┥ 🗍 of 3 🕨 🕅	1 V Per Page	9								Reco	rd 1 of 3

Each address is identified by Address Type and are date range specific with a From Date and To Date (or open until changed). Use Next Record icon ► to scroll through records.

Phone numbers that are associated with the address are also displayed. A separate listing of phone numbers only is viewable on the Telephone tab. Students update their address information via MyUI.

Inactive Addresses are flagged with a check and always fall to the bottom of the list.

× General Perso	on Identification SPAIDEN	ntification SPAIDEN 9.3.8 (* PPRD *)							ATED	TOOLS	
ID: V00629088 Vanda	al, Joe I.									Start C)ver
Current Identification	Alternate Identification	Address	Telephone	E-mail	Emergency Contact	Additional Ide	ntification				
E-MAIL INFORMATION								🚼 Insert	Delete	🌄 Сору	Y Filter
E-mail Type	OF 0	fficial UI Ema	ail Address								
E-mail Address	vand9088@vandals.uida	iho.edu									
	Preferred Inac	Preferred Inactivate 🖌 Display on Web IURL									
Comment											
E-mail Type	PERS Pe	ersonal Ema	il								
E-mail Address	jivandal@gmail.com										
	Preferred Inac	tivate 🗸	Display on Wel	U 🗌 U	RL						
Comment											
◀ 1 of 1 ►)	5 🗸 Per Page	1								Rec	ord 1 of 2

View preferred and alternative E-mail addresses. All official university correspondence is sent via VandalMail, which is the default Preferred. The University email policy requires students to use VandalMail for all official correspondence.

SWACONS

Student Consent

In ID field...enter student's V or ID number or search and click Go button

Click on Search icon ••• then Person Search option

🖮 F9

X General Com	munication Preference SWACONS 9.0 (* PPRD *)		🖬 ADD	RETRIEVE	뤕 REL	ATED	TOOLS
ID: V00629088	Vandal, Joe I.					Start C	Over
GENERAL COMMUNIC	ATION PREFERENCE			🖶 Insert	Delete	🌆 Сору	🕄 Filter
Global							
	All Academic Records		All Financial Aid				
	All Account Information		All Housing				
Academic							
_	Admission		GPA GPA				
	Registration/Enrollmentl		Academic Standing				
	Grades		Graduation				
Account	_		_				
	Fees		Payments				
	Charges						
Housing							
			Judicial Matters				
	Room Assignment						
Consentee 1 *	Jane Vandal]				
Relation *	Mother						
Consentee 2]				
Relation							
Comments	2637 Gold Drive, Moscow, ID 83843						
	janevandal@gmail.com						
Status	۱ <u>ــــــــــــــــــــــــــــــــــــ</u>)				_
Signed Date *	03/09/2018	Revoked Date					
	Per Page					Reco	ord 1 of 1

View consent student has given to release records verbally. Student will designate Global areas or individual items within each area that can be released; these items are checked. The Consentee designates to whom the university can verbally release information to.

The Signed Date field indicates the date consent was granted. Students can revoke consent at any time and will be designated by a Revoked Date.

SAAADMS

Admissions Application

In ID field...enter student's V or ID number or search and click

button

Click on Search icon ... then Person Search option

🖮 F9

Term field is optional; leave blank to retrieve application for any term.

Check View Current/Active Curricula to ensure current record is displayed.

Go

× Admiss	ions Appli	cation SAAA	ADMS 9.3	3.8 (* PPRD *	;)						ADD		eve 🛔	RELATED	🗱 TOOLS
ID: V00629088	Vandal, J	loe I. Term	:	View Current	Active Curri	cula: 🖌								Sta	nt Over
Application	Curricula	Fees, Ma	ail Submis	ssion, Withdra	wal Data	Checklist	Sources, Int	erests, Comn	nents	Contacts, C	ohorts, Attri	butes			
												🖶 Insert	E Delete	е 🧧 Сору	Y Filter
Entry	Term 2	01810 🛄	Fall 20	18	Applicatio	on Number		1			Applicati Preferen	on			
Application	Date 10)/07/2017													
Admission	Туре 🛛	IA I	New App	olicant		Fu	II or Part Time			•	I	Maintained E	By U		USER
Student	Type * B		New Fre	shman w/ Co	llege Credit			Vutstar	nding Requ	irements	Applica	ation Decisio	n 10	Tent	ative
Resid	lence * R		Resident	t		Арр	lication Status	D .	•• Decisi	ion Made	Applica	ation Decisio Da	on te		
	Site					Арр	lication Status	06/12/201	8		P	Maintained E	Зу		
							Date								
<															>
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CURRICULA SU	IMMARY - P	RIMARY										🚼 Insert	Delete	е 🧧 Сору	Y Filter
Priority	Term	Progra	am		Catalog	Level		Campus	8	C	College		De	egree	
	1 201810) B.S.	Busines	s	201810	Undergra	duate	Mosco	w	E	Business &	Economic	s B.	S.Bus.	
🔰 🛋 🗍 of 1	Image: Contract of the second log of the se														
<															>
 FIELD OF STUD 	Y SUMMAR	Y										H Insert	Delete	е 🧧 Сору	Y Filter
Attached to	Major Det	tails													
Priority	Term		Туре		Field	of Study			Departmer	nt			Attached to	Major	
	1 201810	D	Major		Oper	ations Man	agement		Business						
🖌 ┥ 🗍 of 1		3 🗸	Per Pa	age										Rec	ord 1 of 1

View admission Application status for student. Entry Term denotes the semester which the student will be entering. The Application Status and Application Decision indicate the activity in the Admission Office. *Curricula* Summary and *Field of Study Summary* display the Level, Degree, and Major which the student has requested. If there are more than one curricula applied for, the next record icons ► will be active.

X Admissions A	Application SAAADMS 9.3.8 (* PP	RD *)			ADE) 🖹 Retr	RIEVE 🛔 REL	ATED	🗱 TOOLS .	
ID: V00629088 Vand	lal, Joe I. Term: View Cur	rent/Active Cu	rricula: 🗸					Start	Over	
Application Curri	cula Fees, Mail Submission, Wit	hdrawal Data	Checklist	Sources, Interests, Comments	Contacts, Cohorts,	Attributes				
APPLICATION CHECK	LIST					🖬 li	nsert 🗧 Delete	🍢 Сору	👻 Filter	
Admission Request *	Description	Received Date	Item	Item Description			Mandatory Indica	ator	Print Indica	
p001	Application Fee	10/07/2017					✓		I	
0002	Official HS Trans w/Grad Date						✓			
0004	ACT/SAT Official Scores						~			
<									>	
(10 V Per Page							Rec	ord 1 of 3	
	Checklist are the items required from the student to complete admission. Received Date confirms receipt by the Admissions Office of each item.									

SOAHSCH and SOAPCOL

High School and Prior College

In ID field...enter student's V or ID number or search and click Go

button

Click on Search icon ••• then Person Search option

× High School I	nformation SOAHSCH 9.3 (* PPRD *)		ADD	RETRIEVE	뤔 RELATE	D 🗱 TOOLS
ID: V00629088 Vand	al, Joe I.					Start Over
High School Details	High School Subjects High School Address					
 HIGH SCHOOL DETAIL 	S			🕂 Insert	🗖 Delete 🛛 🖣	Copy 🏹 Filter
High School *	[130415 Moscow Senior High School	Percentile	97			
Enrollment Planning		GPA		3.96		
Service Code						
Graduation Date	06/08/2018	Diploma				
Transcript Received			College Preparation			
Date						
Class Rank and Size	10/286	Admissions Request				
	1 V Per Page					Record 1 of 1

× Prior College	SOAPCOL 9.3 (* PPRD *)		🔒 ADD	RETRIEVE	🖧 REL	ATED	🇱 TOOLS
ID: V00629088 Vand	al, Joe I.					Start (Dver
Prior College and Degree	Majors, Minors, Concentrations Prior College Address						
PRIOR COLLEGE				🕂 Insert	Delete	🍢 Сору	Ϋ Filter
Prior College	7924 COLLEGE OF WESTERN IDAHO	Transcript Reviewed Date					
Transcript Received Date	05/10/2018	Admissions Request	F002 Final-O	fficial College Tr	ans		
	Official Transcript	Enrollment Planning Service Code					
	1 V Per Page					Rec	ord 1 of 1
DEGREE DETAILS				🕂 Insert	Delete	🖥 Сору	👻 Filter
Degree	N No College Degree	College					
Degree Date		Transfer Hours	3.000				
	Primary Degree Indicator	GPA	4.0	00000000			
Attended From	08/01/2017	Honors					
Attended To	12/01/2017	Goal					
Year							
< 1 of 1 ►)	1 V Per Page					Rec	ord 1 of 1

View student's high school Graduation Date, Class Rank and Size, and GPA. The Transcript Received Date is the date the final official transcript was received; blank indicates not received yet.

SOATEST

Test Scores

In ID field...enter student's V or ID number or search and click Go ٢

button

Click on Search icon •••	then Person Search option
--------------------------	---------------------------

🖮 F9 Test Score Information SOATEST 9.3.6 (* PPRD *) RELATED 🔅 TOOLS × ADD 💾 RETRIEVE ID: V00629088 Vandal, Joe I. TEST SCORE INFORMATION 🖶 Insert 🛛 🗖 Delete Г Сору Y Filter Test Code * Description Test Score * Test Date * ~ AVSPAN 201 03/10/2018 Avant Spanish Placement CS CS Predictor Regmnts Met Y 03/01/2018 Elec & Comp Engr Cert Exam Y ECE 03/01/2018 A00 ACT Highest Composite 28 10/01/2017 A01 ACT English 32 10/01/2017 A02 ACT Math 28 10/01/2017 S10 SAT16 Total Score 1170 04/01/2017 S11 SAT16 Evidence Based Read/Writ 640 04/01/2017 S12 SAT16 Mathematics 530 04/01/2017 S13 SAT16 Reading 31 04/01/2017 K 4 1 of 2 🕨 🔰 10 V Per Page Record 1 of 11 Test Scores (3) Test S res (1) (2) Admission Request Equivalency Indicator Revised or Source ----Recentered • PERCENTILES 🚼 Insert 🛛 🗖 Delete Y Filter Copy Percentile Percentile Type Description Percentile Date ♦ ● 1 of 1 ► ► 10 ▼ Per Page Record 1 of 1 Percentiles are for AVSPAI taken on 03/10/2018 test score ▼

Student Test Scores from entrance exams, internal university exams, and departmental predictor requirements. ACT and SAT scores determine registration placement; see www.uidaho.edu/registrar/registration/placement for score details. Departmental predictor scores are prerequisites for enrollment in upper-division courses offered in that department.

If there are additional scores, the next record icons > will be active and number displayed Per Page can be adjusted to display

SGASTDN

Student Learner Summary

- In ID field...enter student's V or ID number or search and click
 - Click on Search icon ••• then Person Search option

🖮 F9

Term field is optional; leave blank to retrieve application for any term.

Check View Current/Active Curricula to ensure current record is displayed.

Go

button

× G	General Studer	nt SGASTDN	9.3.8 (* PPRD	*)					DDA 🔝		IEVE	RELATED	🗱 тоо
ID: V0062	9088 Vandal	, Joe I. 🛛	Ferm: 201810	View Currer	nt/Active Curricu	la: 🗸						Sta	art Over
Léarner	Curricula	Study Patt	Activities	Veteran	Comments	Academic and	Graduation	Status, Dual Degree	Miscellaneo	ous			
GENERAL	LLEARNER									🖶 Inser	t 🖪 Delete	Copy	Y. Filter
[From Term	201810					To	o Term 999999					
	New Term	201810	Fall 2018			Residence	R	Resident	Student C	entric)	
Stu	ident Status	AS	Active studer	t		Fee Assessment Rate	[].		Full or Part	Time C) Full Time	O Part T	ïme 💿
St	tudent Type	B)	New Freshma	an w/ College	Credit	Class	01	Freshman					>
Additiona	I Information												
	Site	[]						Block					
	Session)					Citiz	enship					
K < ([]of1► ₩	1	Per Page									Rec	ord 1 of 1
	ILA SUMMARY	PRIMARY								🔛 Inser	t 📮 Delete	Copy	Y. Filter
Priority	Term	Program	Cat	alog Level	1	Campus	Co	llege	Degree	E	nd Ou	tcome Key	Ad
	1 201810	B.S. Busi	ness 201	810 Unde	ergraduate	Moscow	Bu	isiness & Economi	s B.S.Bus.				
<				> <									>
< (🗋 of 2 🕨 射	1	Per Page									Rec	ord 1 of 2
<													>
FIELD OF	STUDY SUMM	ARY								inser Inser	t 🗖 Delete	🖣 Сору	👻 Filter
Attacl	hed to Major D	Details											
Priority	Term	ı	Туре		Field of Study	(Department			Attached to	Major	
	1 201	810	Major		Operations I	Management		Business					
N - 1	lof1 > N	3	Per Page									Rec	ord 1 of 1

The Learner tab displays a summary of current Student Status, Class, and Curricula. Records are term specific meaning they are valid between the From Term and To Term displayed. Records for all terms are kept to track the history of changes. Next record icons ► will be active when additional records exist in each block

SGASTDN

Curricula Details

X General	Student SGAST	DN 9.3.8 (* PPR	:D *)						ADD		E 🖧 R	ELATED	TOOLS
ID: \/00629088 \	/andal, Joe I.	Term: 201810) View Currer	nt/Active Curricu	la: 🗸							Start C	lver
Learner Curri	icula Study F	Path Activitie	es Veteran	Comments	Academic	and Graduation St	atus, Dua	al Degree 🛛 🛚	Aiscellaneou	18			
Curriculum / Field	of Study												
 CURRICULUM 										🚼 Insert	Delet	е 🍢 Сору	👻 Filter
Replace	pdate Dupl	licate Roll t	o Outcome	Apply to Grad	uate								~
Activity k	(ey Sequence	Term	Ferm Description	1		End Term	End 1	Ferm Description	n		Cat	alog Term	Cata
ACTIVE	99	201810	Fall 2018								201	1810	Fall
												Deced	>
	Notatua Dataila	Per Page										Record	2 of 2
Curriculum						0-11			N-t	10			
Progr	am DSWILD	LRES	B.S. Wildlife R	esources		College	11		Natu	Iral Resources	; _		
Le	vel UG		Undergraduate	e		Degree	042		B.S.	Wildl.Res.	-		
Cam	ous					Start Date				End Date			~
FIELD OF STUDY										🚹 Insert	Delet	е 🖣 Сору	👻 Filter
Attached Conce	entrations //	nactivate											
Current A	ctivity	Status	-	Term	Туре	Т	ype Des	cription	P	riority	Catalog	End 1	erm
✓ A	CTIVE	INPROGRESS	;	201810	MAJOR	N	Лаjor			1	201810		
✓ A	CTIVE	INPROGRESS	;	201810	MINOR	N	Ainor			1	201810		
				-									>
Field of Study	ut a seco		MCLIEG D			01-1	Data						• •
Field of Su	Juy 0125		Wildlife Res	ources		Start	Date						
Departm	ent 150		Fish & Wildli	fe Sciences		End	Date						
Attached to Ma	ajor							Rolled					
Full or Part Ti	me												
🚺 🛋 🗍 of 1 🕽	N 3	🗸 🔽 Per Page										Rec	ord 1 of 2

Curricula tab displays the student curriculum details including Degree, attached majors and minors, and Catalog year for each (Field of Study).

Students can be pursuing multiple degrees programs, majors, and/or minors. Next record icons ► will be active when additional records exist; icons activate when cursor is positioned in the specific data block.

SGAADVR

Advisors

In ID field...enter student's V or ID number or search and click Go

button

Click on Search icon ... then Person Search option

🖮 F9

The six-digit term code must be entered to retrieve the term specific record or to update record for that term before entering the Advisor Information block.

×	Multiple Advisors SGAADVR 9.3.7 (* PPRD	*)		ADD		RIEVE 🛃 R	ELATED	🇱 TOOLS	1
ID: \/0(0629088 Vandal, Joe I. Term: 201810							Start O	ver
· ADVIS	OR INFORMATION					🖶 Insert	E Delete	Сору	👻 Filter
	From Term 201810		🔉 Maintenance	-	To Term	999999			
ID	Name	Advisor Type	Advisor Type Description			Primary Indica	tor *		
V000	Smith, Ronald						~		
V00-	Johnson, Daniel							_	
K <	1 of 1 ▶ ▶ 10 v Per Page							Reco	rd 2 of 2

Advisors are assigned and maintained by the academic departments. Advisor Information is term specific so an entire history can be kept. Note the From Term and To Term range of the record. Students can have multiple advisors listed, but only one indicated as Primary. All listed advisors are able to access the student's record via the Faculty & Advisor tab in MyUI.

To update the advisor information:

- 1. Enter the effective change *Term* in the key block and click Go button
- 2. Duplicate current record (F4)-note the change of From Term to the same as effective change term.
- 3. Delete record of old advisors and/or Insert new advisor ID on blank line; remember one and only one advisor can be Primary.

Note: if there are no current advisors assigned, new ones simply need to be Inserted.

SFAREGQ and SFARHST

Registration Query & Registration History

Enter six-digit Term code and ID to access records.

In **ID** field...enter student's V or ID number or search and click Click on Search icon ••• then Person Search option Go button

Click on Search icon ••• then Person Search option

X R	egistration	Query SF	AREGQ 9	.3 (* PPRD *)							a	ADD 🖺	RETRIEVE		TED 🔅 TOOL
Term: 201	810 Reg	istration F	rom Date:	Registration To Dat	e: ID: V	00629088 Van	dal, Joe I.								Start Over
* REGISTR	ATION QUE	RY										≔	🕂 Insert	E Delete	Copy 🏾 🌪 Filte
CRN	Subject	Course	Section	Registration Status	CEU	Cross List	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Begin Time	End Time
12208	HIST	102	01	RW	N										
12559	MATH	160	03	RW	N		~		~		~			1530	1620
					N					~				0830	0920
15920	ENGL	102	12	RW	N		~		~		~			1230	1320
26132	BIOL	115	01	RW	N		~		~		~			0830	0920
40433	BIOL	115L	08	RW	N					~				1430	1720
					N					~				1430	1720
<															>
K < (🗋 of 1 🕨		10 🗸 F	Per Page											Record 1 of 7
		🕒 Co	-op Educa	tion			1	Fotal CEU H	Hours	0.000					
Total C	redit Hours	14.0	00												
_			_												

Each registered or withdrawn course for specified Term is displayed along with details about the course such as Meeting Days, Begin Time, and End Time. Additional details for each course can be found using the horizontal scroll bar. Courses with multiple meeting times or instructors will display on multiple rows. Next record icons ► will be active when additional records exist.

Total Credit Hours is the sum for all registered courses for the Term.

×	Student Regist	tration History	and Extensi	on SFARH	ST 9.3 (* I	PPRD *)				🔒 ADD		뤔 RELATED	🗱 TOOLS
ID: V0	0629088 Vanda	I, Joe I.										Sta	rt Over
 STUD 	ENT REGISTRATIO	ON HISTORY AN	DEXTENSIO	N							🖶 Insert	🗖 Delete 🛛 🧖 Cop	y 🍸 Filter
Term *	Part Of	Term CRN	Subject	Course	Level	Course Status	Start Date	Completion Date	Number Of	Extensions	Midterm Grade	Final Grade	Grade De
201810	D 1	1220	8 HIST	102	UG	RE					В		
201810	D 1	1255	9 MATH	160	UG	RE					А		
201810	D 1	1592	0 ENGL	102	UG	RE							
201810	D 1	2613	2 BIOL	115	UG	RE							
201810	D 1	4043	3 BIOL	115L	UG	RE							
201720	D 72	6740	1 ENGL	101	ND	RE						Р	
<				_									- ·
K <	1 of 1 🕨 🕅	10 🗸	Per Page	e l								R	ecord 1 of 6

Registration History is a simple list of all courses registered for all terms. If midterm and final grades have been reported they also display in the respective columns. There are no meeting patterns detailed on this view. Next record icons ► will be active when additional records exist.

SFASTCA **Registration Audit** In ID field...enter student's V or ID number or search and click Go button Click on Search icon ... then Person Search option 🖮 F9 Enter six-digit Term code and ID to access records. ID: V00629088 Vandal, Joe I. Term Code: 201810 Registration From Date: Registration To Date: Start Over Registration Audit Registration Error Message STUDENT COURSE REGISTRATION AUDIT 🛄 🗮 🚦 Insert 📮 Delete 🏼 📲 Copy Filter Sequence Number Term CRN Subject Course Section Campus Level Grading Mode Attempted Hours Credit Hours Bill Hours Source 1 201810 26132 BIOL 115 UG Ν 3.000 3.000 TEMP 01 A 3.000 2 201810 40433 BIOL 115L 08 UG 1 000 1 000 1 000 TEMP А Ν BASE 3 201810 15920 ENGL 102 12 Α UG Т 3 000 3 000 3 000 4 201810 12208 HIST 102 01 т UG Ν 3.000 3.000 3.000 BASE 5 201810 12559 MATH 160 03 UG 4,000 4,000 4.000 BASE A Ν 3.000 3.000 BASE 6 201810 26132 BIOL 115 01 А UG Ν 3.000 1.000 BASE 7 201810 40433 BIOL 115L 08 A UG Ν 1.000 1.000 8 201810 12208 HIST 102 01 т UG Ν 3.000 3.000 3.000 BASE 9 201810 4.000 BASE 12559 MATH 160 03 A UG Ν 4.000 4.000 < 10 🔽 Per Page Record 1 of 9 \mathbf{T} SAVE Activity Date 03/12/2018 02:19:18 PM Activity User W:V 00629088

Each registration action taken for specified Term is logged leaving an audit trail to determine when a student was registered in a course, when it was dropped or withdrawn, or if any registration errors occurred. Entries are also made when faculty enter grades. Course Status and error Messages can be viewed by using the horizontal scroll bar.

BASE Source records are those that were successfully completed by the student. TEMP records indicate an attempt but not completion. Next record icons ► will be active when additional records exist.

At the bottom of the window, the Activity Date and Activity User verifies when the action was performed and by whom. This information is reflective of the line of data the cursor is positioned on.

SOAHOLD

Record Holds

In ID field...enter student's V or ID number or search and click Go

button

Click on Search icon ••• then Person Search option

×	Hold	Information SOAHOLD 9.3.8 (* PPRD *)				🔒 ADD	RETRIEVE	🖧 RELATED	* TOOLS
ID: V0	062908	38 Joe Idaho Vandal						s	tart Over
HOLD	DETAI	LS					🖶 Insert	🗕 Delete 🛛 🧧 🕻	opy 🏾 🍸 Filter
Hold Ty	pe *	Hold Type Description	Reason	Release Indicator	Amount	From *	To *	Originatio	n Code Ori
AB		Account Balance Hold				09/01/20	12/31/209	99 AR	Ac
AV		Advisor Hold				03/13/20	12/31/209	99 ADV	Ple
EH		Enrollment Deposit Hold	Required before enrollment			03/13/20	12/31/209	9 ADMU	Co
<									>
K <	(<u>1</u> o	f 1 🕨 📔 🚺 10 🔽 Per Page							Record 1 of 3

View holds that have been placed on a student's record. Many holds will prevent registration activity. The From and To dates indicate the effective period for the hold. Origination Code is indicative of the message displayed in MyUI (use horizontal scroll bar to see actual message) to the student when they try to take action. Contact the office of origin for detailed information about the hold.

Next record icons ► will be active when additional records exist.

Advisor and Probation holds are removed by advisors in MyUI and will automatically be removed from Banner as action is taken.

SFASLST & SFAALST

Class Roster & Attendance Roster

Enter six-digit Term code for semester being offered and five-digit CRN for course Go and click

button. DO NOT check roll or select Degree Award Status option.

× Class	s Roster SFA	SLST 9.3.4 (* PPRD *)						🔒 ADD		🛱 Ri	ELATED	🗱 тоо
Term: 201720) Spring 20)18 CRN: 42464 MAT	ʻH 16	i0 03 Roll	: Degree Award	Status: Select					Sta	rt Over
CLASS ROST	ER								🚼 Insert 📃	Delete	Га Сору	Y Filter
Sequence	ID	Name	Status	Status Date	Midterm Grade	Final Grade	Grade M	lode li	complete Final Gra	de	Extens	sion Date
1	V0048	Smith, Kelsey L.	RW	11/04/2017			N					
3	V0042	Forcal, Gabriela	RW	11/06/2017			N					
4	V0045	James, Jacob L.	RW	11/06/2017			N					
8	V0055	Hansen, Hadley V.	RW	11/07/2017			N					
9	V0047	Johnson, Molly A.	RW	11/07/2017			N					
10	V0047	Elkins, Matthew R.	RW	11/07/2017			N					
13	V0054	Carson, Coby J.	RW	11/08/2017			N					
<												>
🔰 🛋 🚺 of	f 2 🕨 🗎	20 🗸 Per Page	1								Recor	rd 1 of 32

Class Roster displays students who are currently enrolled in course. Students are not listed alphabetically, but rather by Sequence meaning the order in which they were registered. The Midterm Grade and Final Grade columns will be populated when the instructor submits grades through MyUI. Additional information is accessed by using the horizontal scroll bar. Next record icons > will be active when additional records exist.

Students who receive an incomplete grade also have a designated Incomplete Final Grade, or reversion grade, and Extension Date which is the final date for completion.

× Class Attend	dance Roster SFAALST	9.3.3 (* PPRD *)			🛱 #		RELATED	🏶 TOOLS
Term: 201720 Sprin	ng 2018 CRN: 42464	4 MATH 160 (03 Roll: Degree Aw	vard Status: Select			Sta	rt Over
CLASS ATTENDANCE	E ROSTER					🚼 Insert 🛛 🗖	Delete 📲 Copy	🍸 Filter
Status Date	Final Grade	Grading Mode	Incomplete Final Grade	Extension Date	Credit Hours	Hours Attended	Last Attendance Da	te R
11/04/2017	F	N			4.000		03/09/2018	
11/06/2017	С	Ν			4.000			_
11/06/2017	A	Ν			4.000			
11/07/2017	А	Ν			4.000			
11/07/2017	В	Ν			4.000			

Class Attendance Roster displays the same records of enrollment as the Class Roster. with the exception of Midterm Grades. It does include the additional information of Last Attendance Date, which is a required element for all failing Final Grades. There is an active horizontal scroll bar on this window also as well as Next record icons that will be active when additional records exist.

		Studen	SHAT t Transo	ERM cript by	Term					
In ID field. Click	enter student's on Search icon	V or ID numl	ber or search on Search o	h and click	Go	button				
				Along Searc Leave	with ID, th for ava	, enter st ailable le erm blan	udent Le evels. Ik to retr	evel or ieve		
				entire	e record.					
X Term Sequen	nce Course History SHATER	RM 9.3.8 (* PPRD *)	2			ADD		뤏 REL	ATED	TOOLS
ID: V00629088 Vand	al, Joe I. Course Level Co	des by Person: UG	Start Term:						Start C)ver
Current Standing	Term GPA and Course Detail In	nformation Student	Centric GPA and Cou	irse Information						0
CURRENT STANDING								Delete	• Сору	Y, Filter
Study Path	None				-					^
First Term Attended	201510			Progress Evaluation						
Last Term Attended	201510			Progress Evaluation Override						
Academic Standing	00 Good Standing	-		Combined Academic Standing Override						
Academic Standing				Combined Academic						
Override				Standing						
AND NO PARTY AND	Attempted Hours	Passed Hours	Earned Ho	ours GF	A Hours	Quali	ty Points	-	GPA	
Institution	3.000	3.000	3.0	000	3.000		12.00		4.00	
Transfer 26.000 26.000 26.000			000	26.000		93.00		3.57		
Overall 29.000 29.000 29.000 105.00									3.62	~

The *Current Standing* tab displays the academic standing and cumulative GPA for the designated Level. Overall Earned Hours are applied toward graduation and include both institutional and transfer. The UI official GPA of the student is the Institutional GPA; Transfer and Overall are unofficial, informational only.

SHATERM

Course Detail

Current Standing	Те	erm GPA and Course Detail Information	Student	Centric GPA a	nd Course I							
TERM GPA		•							🖶 Insert	Delete	🌄 Сору	🍸 Filter
Te	rm	201520										
Transfer Numb	ber					Attendance	e Period					
		Attempted Hours	Passed H	ours	Earne	d Hours		GPA Hours	Quality Poir	ts	GPA	
Institution	nal	11.000	11.0	00	t	11.000		11.000	44.00		4.0	00
Cumulati												
🖌 ┥ 2 of 5 🕨	► M	1 🗸 Per Page									Reco	rd 2 of 5
INSTITUTIONAL C	OURS								🕂 Insert	🗖 Delete	🖷 Сору	🍸 Filter
Subject C	ourse	Title		Grade	Mode	F	Hours	Repeat	Repeat Sy	stem	Campus	
CHEM 1	101	Introduction to Chemistry I		A	N		4.000				U	
HIST 1	12	Intro to U S History		A	N		3.000				U	
SPAN 1	102	Elementary Spanish II		A	N		4.000				U	
🚺 ┥ 🗍 of 1 🕨	k N	10 🗸 Per Page									Reco	rd 1 of 3

Current Standing	Term GPA and	Course Detail Information	Student Centric GP	A and Course Inform						
TERM GPA	_						🖶 Insert	Delete	🍢 Сору	👻 Filter
Ten	m 201610									
Transfer Number	er 10			Atten	dance Period	2				
	Atten	npted Hours	Passed Hours	Earned Ho	urs	GPA Hours	Quality Points		GPA	
Transfe	er	9.000	9.000	9.00	0	9.000	36.00		4.	00
Cumulativ	/e	26.000	26.000	26.00	0	26.000	96.00		3.	69
🖌 ┥ 🕘 of 6 🕨	N 1	✓ Per Page							Reco	ord 4 of 6
TRANSFER COURS	ES 🗲						🚹 Insert	E Delete	🖷 Сору	🍸 Filter
Subject C	ourse	Title		Grade	Mode	Hours	Count in GPA	Repea	t	
CS 1	12	Computational Thinking	J	A	N	3.000				
ENGL 1	01	Introductn to College W	/riting	A	Ν	3.000	~			
ENVS 1	01	Intro Environmntl Sci		A	Ν	3.000	~			
🚺 ┥ 🚺 of 1 🕨	10	✓ Per Page							Reco	ord 1 of 3

The Term GPA and Course Detail Information tab displays class information per term. Next record icons ► will be active when additional records exist. GPA is calculated for each term.

Note the title bar change for Institutional Courses versus Transfer Courses. Transfer courses are shown as the articulated UI equivalent for applicability toward the UI degree program.

SHASUBJ

Student Transcript by Subject

In ID	fieldenter student's V or ID number or search and click	Go	button
Ó	Click on Search icon ••• then Person Search option		-
	F9		

Along with ID, enter student Level or Search for available levels.

Start with Subject can be left blank to retrieve entire record or a specific subject entered to see associated classes.

× Student Subje	ect Sequence History Sl	HASUBJ 9.3.8 (* PPRI) *)		🛱 ADD		🖧 REL	ATED	🗱 TOOLS
ID: V00629088 V and	lal, Joe I. Level: UG	Start with Subject:					(Start C	Over
Current Standing	Subject GPA and Course I	Detail Information							
CURRENT STANDING						🚼 Insert	Delete	Сору	Y. Filter
First Term Attended	201510			Last Term Attended	201510				-
Academic Standing	00 Good Stan	ding 🔶		Progress Evaluation					
				Overnde					_
Academic Standing				Combined Academic					
Override				Standing					
Progress Evaluation				Combined Academic					
				Standing Override					
	Attempted Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points		GPA		
Institution	3.000	3.000	3.000	3.000	12.0	00			4.00
Transfer	26.000	26.000	26.000	26.000	93.0	00			3.57
Overall	29.000	29.000	29.000	29.000	105.0	00			3.62

The *Current Standing* tab displays the academic standing and cumulative GPA for the designated Level. Overall Earned Hours are applied toward graduation and include both institutional and transfer. The UI official GPA of the student is the Institutional GPA; Transfer and Overall are unofficial, informational only.

SHASUBJ

Course Detail

Current	Standing	Subject GPA and Cou	urse Detail Information								
* SUBJEC	CT GPA							🖪 Insert	🗖 Delete	Copy	Y Filter
	Subject	ENGL									
		Attempted Hours	s Passed Hours	Earned Hours	GPA H	lours	Quality Point	s	GP.	A	
	Institution	3.000	3.000	3.000		3.000		12.00			4.00
	Transfer	6.000	6.000	6.000		6.000		21.00			3.50
	Total	9.000	9.000	9.000		9.000		33.00			3.66
₩ ◀	④ of 7 ▶ ▶	1 🗸 F	Per Page							Rec	ord 4 of 7
- INSTITU	ITIONAL COURS	ses 🗲	-					🚦 Insert	E Delete	📲 Сору	👻 Filter
Term	Subject	Course	Title		Grade	Mode	Hours	Repeat		Campus	s
201510	ENGL	175	Introduction/Literary Genr	es	A	N	3.000) (None)		U	
₩ ◄	1 of 1 🍉 🕅	10 V F	Per Page							Rec	ord 1 of 1
TRANS	FER COURSES	-						🚦 Insert	📮 Delete	🖷 Сору	👻 Filter
Term	Subject	Course	Title		Grade	Mode	Hours	Count in GPA	Repeat		
201610	ENGL	101	Introductn to College V	Vriting	A	N	3.000	V	(None))	
201620	ENGL	102	College Writing & Rhet	toric	B	N	3.000	~	(None))	
€ €	1 of 1 🕨 🕅	10 🗸 F	Per Page							Rec	ord 1 of 2

The Subject GPA and Course Detail Information tab displays class information by subject. Next record icons ► will be active when additional records exist. GPA is calculated for each subject.

Note the title bar change for Institutional Courses versus Transfer Courses. Transfer courses are shown as the articulated UI equivalent for applicability toward the UI degree program.

SHACRSE

Institutional Course Summary

In ID field...enter student's V or ID number or search and click

Go button

Click on Search icon ••• then Person Search option

Leave Term blank to retrieve all semesters or enter specific sixdigit Term code for single term.

×	Course Surr	mary SHACRSE	9.3.6 (* PPRI	D *)					🔒 ADD		a RE	LATED	TOOLS
ID: \/0)629088 Van	dal, Joe I.	Term:									Start O	ver
· COUF	SE SUMMARY									🚹 Insert	Delete	е Сору	👻 Filter
Select	Term	Part of Term	Campus	Level	CRN	Subject	Course	Section	Hours	Grade	C	Grading Mode	Repe
Q	201710	1	А	UG	15522	MATH	143	02	0	.000	W	N	
P	201710	1	A	UG	15525	MATH	144	01	0	.000	W I	N	
P	201620	72	U	UG	67400	ENGL	258	99	3	.000	BI	N	
P	201620	72	U	UG	67397	STAT	251	99	3	.000	BI	N	
P	201610	71	U	UG	35738	ENGL	257	99	3	.000	BI	N	
P	201610	71	U	UG	36935	ENVS	101	95	3	.000	A	N	
P	201520	72	U	UG	70214	ART	111	95	2	.000	BI	N	
P	201520	72	U	UG	67401	ENGL	101	96	3	.000	ΡE	E	
P	201520	72	U	UG	63728	PSYC	101	99	3	.000	BI	N	
<													>
K <	1 of 1 🕨	N 10 V	Per Page									Reco	ord 1 of 9

Displays Institutional courses and Grade with most recent at top and working backwards into history; one course per line. Additional columns are available using the horizontal scroll bar, including Repeat indicator and Course Title. No GPA information or Transfer courses are included.

Next record icons ► will be active when additional records exist.

SHADGMQ

Graduation

In ID fieldenter student's V or ID number or search a	nd click
---	----------

Click on Search icon ••• then Person Search option

Go button

DO NOT enter values in any other *key block* fields.

× Degree Su	mmary SHADGM	Q 9.3 (* PPRD *)					🖪 ADD	RETRIEVE		TOOLS
ID: V00629088 V	andal, Joe L	Level: Campus: Colle	ge: Degree:	Term: Program:	Field of Study Typ	e: Field of Study	Code:			Start Over
LEARNER OUTCOM	IE SUMMARY							Insert	Delete 📲 🤇	Copy 🌱 Filter
Sequence Number *	Outcome Status	Learner Record Term	Bulletin Ye	ear Outcome	Completion Term	Dual Degree	Graduation Terr	m Gradua	tion Status	Graduation [
	P EX	201310	2017				201710	EX		12/15/2017
	1 EX	201710	2017				201710	EX		12/15/2017
<	N 10	Per Page								Record 1 of 2
CURRICULA SUMM	ARY - PRIMARY							🚼 Insert 🔚	Delete 📲 (Copy 🍸 Filter
Priority	Term	Program	Catalog	Level	Campus		College		Degree	
	2 201310	Bachelor of Science - SCI	201310	Undergraduate	Moscow	1	Science		B.S.	
[K ◀ 1] of 1 ►	N I N	Per Page								Record 1 of 1
<										>
 FIELD OF STUDY S 	JMMARY							Insert	Delete 📲 (Copy 🦻 🏹 Filter
Attached to Ma	ijor Details									
Priority	Term	Туре	Field o	of Study		Department		Attached	to Major	
	1 201310	Major	Chem	istry-General Opt		Chemistry				
k ≤ 11 of 1 ≥	N 3 N	Per Page								Record 1 of 1

Data will exist for graduation information if the student has applied for or graduated (completed). The Outcome Status designates the status of graduation for the associated degree and major shown below in respective blocks. Graduation Term is the term associated with the degree record and Graduation Date is the official date. Next record icons ► will be active when additional records exist.

The Outcome Status codes are:

- EX = <u>Expected to Graduate</u>...application approved for term
- GR = <u>Graduated</u>...officially earned degree/graduated
- PE = <u>Pending Completion</u>...final review in progress for awarding degree
- RA = <u>Reapply for Graduation</u>...must submit new application, did not graduate
- WA = <u>Web Applied</u>...application submitted, pending approval

SSASECT

Class Section Detail

Enter Term ar	nd CRN for class section	on or search usin	g SSASECC	2			
(see page 25)	then click Go k	outton.					
X Schedule SSA	SECT 9.3.8 (* PPRD *)				🖪 ADD 📲 RET		🗱 TOOLS
Term: 201810 CRN:	26132 Subject: BIOL Course:	115 Title: Cells	& the Evolution of	Life		St	art Over
Course Section Informa	tion Section Enrollment Information	Meeting Times and Instructor	r Section Prefere	ences			
· COURSE SECTION INF	DRMATION				🖶 Inse	rt 🗧 Delete 🏼 📲 Copy	🌱 Filter
Subject	BIOL BIOLOGY	Campus *	A Mosco	w	Grade Mode	e	^
Course Number	115	Status *	A Active		Session	ı 	
Title	Cells & the Evolution of Life	Schedule Type	L Lectur	re	Special Approva	I	
Section *	01	Instructional Method	CM Class	room Meeting	Duration	· · · · · ·	
Cross List		Integration Partner				Override Duration	1
<							>
CLASS TYPE					Insert	Delete Copy	Filter
Part of Term	1 08/20/2018	12/14/2018	16				^
Open Learning Class							_
	First		Last				
Registration Dates						Processing Rules)
Start Dates							
Maximum Extensions	0						\sim
 CREDIT HOURS 					🚼 Insert	🗖 Delete 🛛 📲 Copy 🕺	Filter
Credit Hours	0.000		Locture				~
Credit Hours	3.000		Lecture				
Indicator			Lecture indicator	INOTICE U			
Billing Hours	3 000		Lab				
Billing Hours			Lab Indicator	None			
Indicator				0	0		
Contact Hours			Other				
Contact Hours	None To Or		Other Indicator	None	To Or		
Indicator					-		~ `
▲ ▲							SAVE

Class section detail information for term. Displays **Subject**, **Course Number**, **Section**, **Title**, **Campus**, **Part of Term** dates, and **Credit Hours**. **Special Approval** indicates if *Department* or *Instructor Approval* override is required for registration.

SSASECT

Enrollment, Meeting Pattern, Instructor

Select the Section Enrollment Information tab to view the actual enrollment and wait list counts. Maximum enrollment is determined by offering department.

X Schedule SSA	ASECT 9.3.8	(* PPRD	*)						🔒 ADD	🖹 RETRIEVE	🖧 REL	ATED	🔅 TOOLS
Term: 201810 CRN:	26132 Su	bject: E	BIOL Course:	115 1	Fitle: (Cells & t	he Evolution of Life	e				Start (Over
Course Section Informa	tion Sec	tion Enroll	ment Information	Meeting Times	and Instru	uctor	Section Preference	es					
Enrollment Details	Reserved Se	ats											
ENROLLMENT DETAIL:	S									🕂 Insert	E Delete	🍢 Сору	Y Filter
Maximum *	200			Waitlist Maximu	ım * 🗌	999	1		Projec	ted * 0			~
Actual	1			Waitlist Act	lal	0			P	rior 179			
Remaining	199			Waitlist Remaini	ng	999				Reser	ved		
	Authoriz	ation Code	es Active for Sectio	n Generated	Credit H	ours	3.000						
Census One													
Enrollment Count	1						Freeze Date	08/20	/2018				
Census Two								_		_			
Enrollment Count	1						Freeze Date	08/31	/2018				
Add Authorization Reg	gistration Da	tes											
Calculated Section	08/20/2018			Add Authorizati	on				Waitlist Notificat	ion			
Start Date				Start Da	ite				Ending D	ate			~

Select the Meeting Times and Instructor tab to view the meeting pattern and assigned instructors. Horizontal scroll bars will be active to view all details. Building code and Room number can also be found under Meeting Location and Credits subtab.

Multiple instructors can be assigned to section, but only one will have the Primary Indicator, which is the instructor responsible for all grade entry.

× Schedule S	SASECT 9.3.8 (*	PPRD *)							🔒 ADD		뤔 REL	ATED	TOOLS
Term: 201810 CR	N: 26132 Subje	ct: BIOL	Course:	115	Title: Ce	ells & the Evolution	of Life					Start O	ver
Course Section Infor	mation Section	n Enrollment In	formation	Meeting	Times and Instruct	tor Section Pre	ferences						
Times and Instructor	s Scheduler Pi	references											
Meeting Dates	Meeting Location an	d Credits											
 SCHEDULE 										🕂 Insert	Delete	🖥 Сору	Y Filter
Start Date *	End Date *	Monday	Tuese	day	Wednesday	Thursday	Friday		Saturday	Sunday	Start Time		End Tim
08/20/2018	12/14/2018		Image: A state of the state		~			2			0830		0920
<													>
🚺 ┥ 🚺 of 1 🕨	10 🗸	Per Page										Reco	ord 1 of 1
INSTRUCTOR										🖶 Insert	Delete	🖥 Сору	👻 Filter
Session Indicator *	ID	Name			Instructional Wor	rkload	Percent of	Respons	sibility	Primary Indi	cator	Overrid	e Indicator
01	V01099991	Jones, Ma	ary E.			0.000				100	~		
<											1		>
🚺 🛋 🚺 of 1 🕨	10 🗸	Per Page										Reco	ord 1 of 1

SSASECQ

Class Section Search

Using the Advanced Filter option, select data elements to be searched for and enter associated values with each to locate matching records. Values do not have to be entered in all data elements, only those to perform the search.

X Schedule Section Query S	SSASECQ 9.3 (* PPRD *)			🖬 ADD) 🖹 Retrieve	🖧 RELATED	🛠 TOOLS	1
SCHEDULE SECTION QUERY						E	insert 🗖 Delet	е 📲 Сору 🥈	🕄 Filter
Basic Filter Advanced Filter									0
Term	Equals	•							•
Part of Term 🔻	Equals	•							۰
Registration From •	Equals	•							۰
Registration To 🔻	Equals	•							•
CRN •	Equals	•							•
Add Another Field Add Another Field									
Block Schedule Subject								Clear All	Go
T Section	Registration From	Registration To	CRN	Block Schedule	Subject	Course !	Section	Section Status	C
Section Status Campus Course/Section Title	Maximum			Actual			Remaining		
Schedule Type Instructional Method									

× Sched	ule Section Query S	SASECQ 9.3	(* PPRD *))		🖬 ADD		🛃 RELATED	🛠 TOOLS			
SCHEDULE SE	CTION QUERY									🗄 Insert	🗖 Delete 🦷 C	opy 🏹 Filter
Active filters:	Term: (Equals)	201810 🖕	Subject:	(Contains) BIOL	•	Course: (Contains) 115 🖨	<u>Clear All</u>			Fil	ter Again 😣
Term	Part of Term	Registration	From	Registration To	CRN		Block Schedule	Subject	Course	Section	Section S	tatus (
201810	1				261	32		BIOL	115	01	А	
201810	1				261	33		BIOL	115	02	A	
201810	1				261	34		BIOL	115	03	1	
201810	1				261	36		BIOL	115	05	I	
201810	1				261	37		BIOL	115	06	I	,
201810	1				414	24		BIOL	115	50	A	
201810	1				394	34		BIOL	115L	01	A	
201810	1				394	35		BIOL	115L	02	A	
201810	1				394	36		BIOL	115L	03	A	
201810	1				394	37		BIOL	115L	04	A	
4				E E E	4							•
🔰 🛋 🚺 of :	2 🕨 🖌 🔢 10	 Per Page 	e								R	ecord 1 of 16
-		Ma	ximum				Actual			Rem	naining	
Enro	llment			225				208			17	
V	Vaitlist			999	0					999		

All section records matching criteria searched on will be retrieved. The Section Status indicator denotes if the section is Active or Inactive. Enrollment Maximum and Actual are displayed for each section associated with the cursor placement. Horizontal scroll bars will be active to display additional information for each section. Next record icons ► will be active when additional records exist.

SSARRES

Class Section Restrictions

Enter Term and CRN for class section or search using SSASECQ

(see page 25) then click Go button.

× Sc	hedule Restrictio	ons SSARRES 9.	.3.6 (* PPRD *)				ADD	RETRIEVE	🔓 REL	ATED	🛠 TOOLS	
Term: 2018	310 CRN: 3850	8 Subject :	SEM Course:	101 Title:	HON:Love an	d Happiness				Start	Over	
Department	t and Field of Stud	y Class and I	Level Degree	and Program	Campus and C	College Student Attribu	te and Cohort					
CLASS RE	STRICTIONS							🖶 Insert	Delete	🍢 Сору	Y Filter	
Include/Ex	clude (I/E)	Include 🔵 Ex	clude									
Class				Description	n							
01				Freshmar	ı							
02				Sophomo	re							
11				Freshmar	n (Arch Prof.)							
12				Sophomo	re (Arch Prof.)							
◀ 1) of 1 🕨 🔰	10 🗸 Per	Page							Re	cord 1 of 4	
· LEVEL RE	STRICTIONS							🚼 Insert	Delete	🖥 Сору	🗙 Filter	
Include/Ex	clude (I/E)	Include 💿 Ex	clude									
Level				Descripti	ion							
K < 1) of 1 🕨 🔰 🛛	10 🗸 Per	Page							Re	cord 1 of 1	
	× Schee	dule Restrictions	SSARRES 9.3	.6 (* PPRD *)				🔒 AD	D 🖺 R	ETRIEVE	🔓 RELAT	ED 🗱
	Term: 201810	CRN: 38508	Subject : IS	EM Course:	101 Title:	HON:Love and Happir	less					Start Ove
	Department an	d Field of Study	Class and Le	evel Degree	e and Program	Campus and College	Student Attribute an	d Cohort				
			TIONS							Insert	Delete	Copy

Include/Exclude (I/E) O Include Exclude								
Attribute	Description							
I of 1 ► I		Record 1 of 1						
COHORT RESTRICTIONS		🚼 Insert 📮 Delete 🥤 Copy 🏹 Filter						
Include/Exclude (I/E) Include Exclude								
Cohort	Description							
HONORS	Honors Program Student							
♦ ◀ 1 of 1 ► ► ■ 10 ▼ Per Page		Record 1 of 1						

Registration restrictions can be placed on class sections to Include or Exclude enrollment by the tab selections on this page.

- Department and Field of Study = restrict to students enrolled in specific department or major
- Class and Level = restrict to/from students by class standing or degree level
- Degree and Program = restrict to students enrolled in specific degree program
- Campus and College = restrict to students located on specific campus or enrolled in specific college
- Student Attribute and Cohort = restrict enrollment to Honors students only

SSAPREQ

Class Section Prerequisites

Enter Term and CRN for class section or search using SSASECQ

(see page 26) then click Go button.

X Schedule Prerequisite and Test Score Restrictions SSAPREQ 9.3.8 (* PPRD *)								TED 🏶 TOOLS			
Term: 201810 CRN: 15526								Start Over			
Section Information Section Test Score and Prerequisite Restrictions											
* SECTION TEST SCORE AND PREREQUISITE RESTRICTIONS											
And/Or ('	Test Code	Test Score	Subject	Course Number	Level	Grade	Concurrency	.).			
			MATH	143	UG	D	(None)				
And			MATH	144	UG	D	Yes)			
Or (MATH	143	UG	D	(None)				
And	CMPT	51					(None))			
Or	A02	29					(None)				
Or	S02	650					(None)				
Or	S12	670					(None)				
Or	MTH5	Y					(None)				
Or (CMPC	51					(None)				
And	CMPT	51					(None))			
Or	ALEKS	76					(None)				
🕅 🛋 🗋 of 1 🕨	20 🗸	Per Page						Record 1 of 11			
SECTION CAPP AR	EA PREREQUISITE RE	STRICTIONS				🔁 ir	sert 🗧 Delete	🖥 Copy 🛛 🏹 Filter			
Area *	Description										
Image: Model of 1 Image: Model of 1 Record 1 of 1											

View registration prerequisites and co-requisites on class sections on the Section Test Score and Prerequisite Restrictions tab. And/Or logic is used when multiple entries exist with parens to encapsulate grouped requirements. Prerequisites can be either classes or test scores. Minimum Grade for class perquisites and the minimum Test Score are designated.

A Concurrency status of Yes is a co-requisite requirement where the student must be enrolled in the selected class and the designated co-requisite at the same time. If a Grade is also present with a co-requisite it will be satisfied by prior completion with the minimum grade.

Next record icons ► will be active when additional records exist.

SIAASGQ

Faculty Schedule

Enter Term and faculty ID or V number and click Go

button.

When searching for faculty ID, enter Term code and check Faculty box and

click **Go** button to then select search fields (name) to enter criteria.

×	Faculty Schedule	Query SIAASO	GQ 9.3.8 (* PPRI	D *)			🖡 ADD		뤕 RELATED	🏶 TOOLS
Term: 201810 ID: V00001234 Sm ith. Robert R.									Star	Over
▼ FACULTY SCHEDULE QUERY								🖶 Insert	🗖 Delete 🛛 🧖 Copy	/ 🍸 Filter
CRN	Subject	Course	Section	Session Number	Start Date	End Date	Mon	Tue	Wed	Thu
13425	PLSC	400	01	01	08/20/2018	12/14/2018				
16053	PLSC	464	01	01	08/20/2018	12/14/2018	~		~	
				01	08/20/2018	12/14/2018	√			
32015	PLSC	398	02	01	08/20/2018	12/14/2018				
33244	PLSC	398	07	01	08/20/2018	12/14/2018				
39142	PLSC	201	98	01	09/24/2018	02/01/2019				
40706	PLSC	499	03	01	08/20/2018	12/14/2018				
K < (1) of 1 🕨 🕅	10 V F	Per Page						Re	> cord 1 of 7

Displays faculty's teaching schedule for term including Start Date and End Date and meeting pattern and location for each class. Classes will be associated with the faculty if they are the primary or secondary instructor. Additional details are accessed using the horizontal scroll bar.