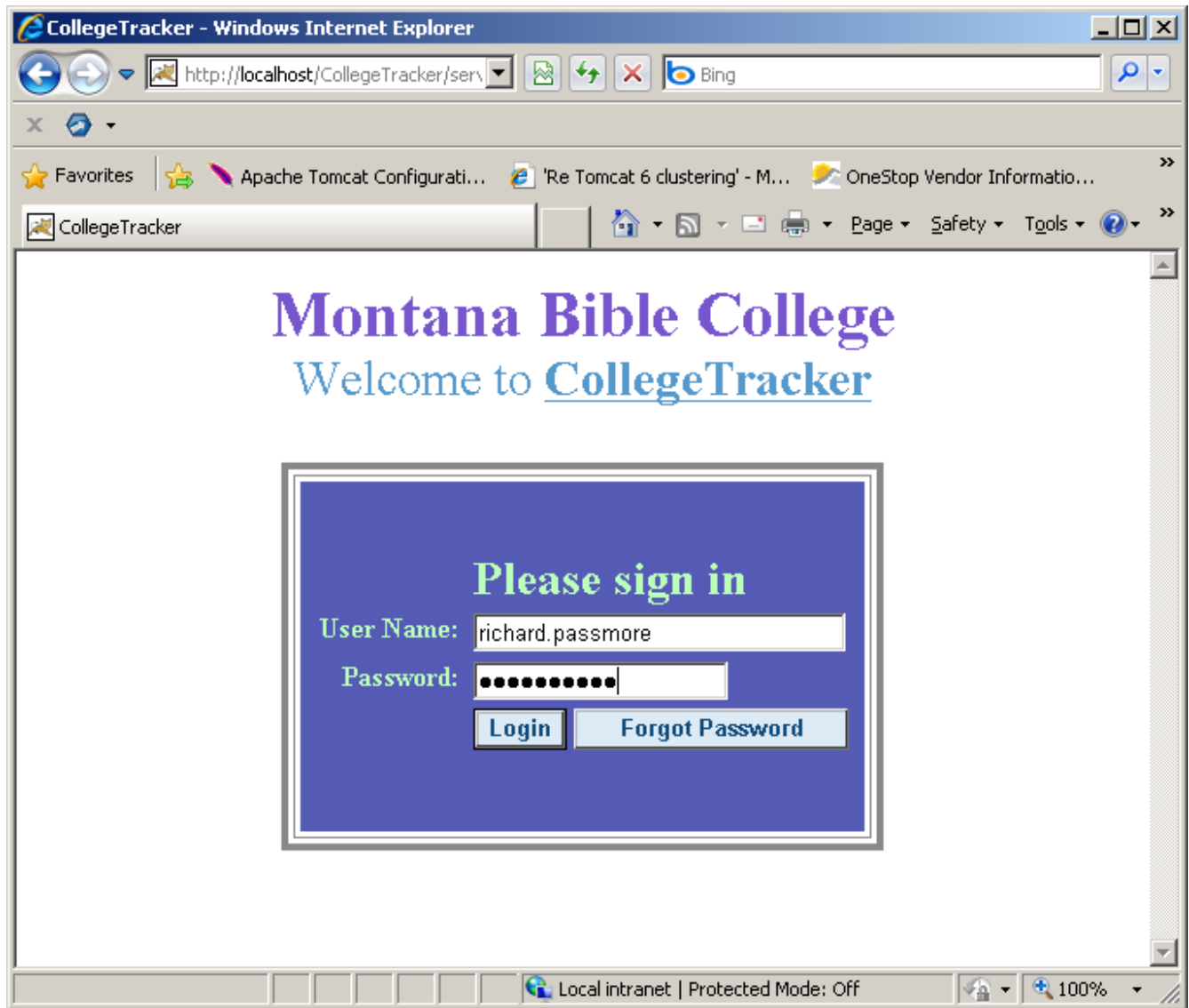


Welcome to CollegeTracker. This tour is designed for use by students and demonstrates all pages a student can reach during a semester and what each page can be used to accomplish.

The first page a student will reach is the Login page – you should have been provided with a login user name and password already. If not, please obtain those before proceeding. In this example, I am going to log in as a test student (Richard.Passmore). Who has been registered for some classes . We will use this login throughout these examples. Once I've entered the credentials, I click the Login button or press **Enter**...



This is the home page for students – as you can see, some basic information is displayed, if this was your record, you would be able to see the contact and similar information the school has for you but would not be able to modify it. Some actions which are allowed are viewing your class schedule (with printing options), completing class surveys, updating your picture, and modifying the default stylesheet. Since it's not described elsewhere, the stylesheet allows you to define a different color scheme for the pages displayed – contact your system administrator for help in obtaining the starting stylesheet as well as how to modify one to fit your needs. Also, you will notice “Go Back”, “Logoff”, and “Help” in the menu options. The “X” in the upper right corner will log you out of the program. “?” will bring up some context sensitive help about the page you are currently using. “TG” provides a “Tour Guide” feature within the program – currently, there are no guides for a student. Under “Admin”, you will find “Change Password” which will be described later. The checkbox you see

The screenshot shows a web browser window titled "CollegeTracker - Student Information for Richard Passmore". The address bar shows the URL "http://localhost/CollegeTracker/servlet/Dispatcher". The browser's toolbar includes "Favorites", "Apache Tomcat Configurati...", "Re Tomcat 6 clustering" - M..., "OneStop Vendor Informatio...", "Suggested Sites", and "See What's Hot 12/4/...".

The main content area features the Montana Bible College logo on the left and a navigation menu with tabs: "General", "List", "System", and "Admin". The page title is "Student Information for Richard Passmore" and the date/time is "05/29/2010 11:12 AM".

Below the navigation menu are several buttons: "Pre-Register", "Class Schedule", "Evaluations", "Holds", "Finances", and "Update Picture".

The "General Information" tab is selected, showing the following fields:

- Preferred Name: [Empty]
- Name (First, Middle, Last, Sfx): Richard [Empty] Passmore [Empty]
- Married?:
- Former Name / Maiden name: [Empty]
- SSN: XXX-XX-4555
- Student ID: 13579
- Login ID: Richard.Passmore
- Email Address: richard.passmore@brsolut E-mail Don't Email
- Birthday: 04/05/1967
- Gender: Male
- Phone Number: (406) 388-2593
- Cell Phone Number: [Empty]
- International Student?: No

A profile picture of a man with a mustache is displayed on the right side of the page. The browser's status bar at the bottom shows "Local intranet | Protected Mode: Off" and a zoom level of "100%".

Clicking on the “Class Schedule” button from the home page will bring up a page which will show the basic information about each class being attempted. During the semester, the grade column will reflect your grade in each class based on the assignments entered into the system so far.

CollegeTracker - Class Schedule for Richard Passmore - Windows Internet Explorer

http://localhost/CollegeTracker/servlet/Dispatcher

General List System Admin

Class Schedule for Richard Passmore

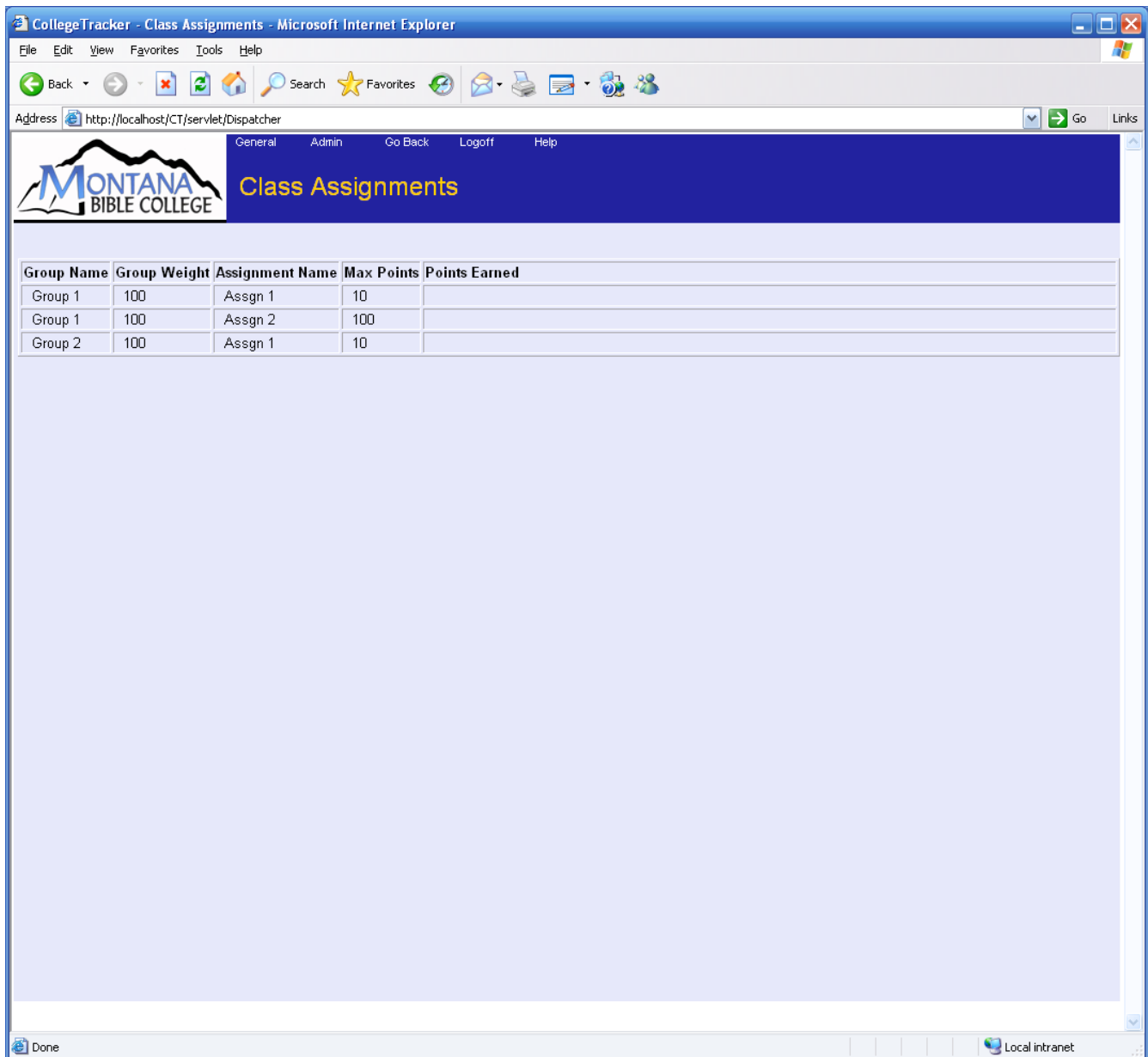
05/29/2010 11:21 AM

Tabular Schedule Graphical Schedule

Catalog#	Name	Teacher	Room	Time	Days	Credits	Grade	Actions
BS 100	Chapel					0		Assignments Messages
BS 101	Old Testament Survey					3		Assignments Messages
BS 103	Bible Study Methods					2		Assignments Messages
LS 101	Family Development					2		Assignments Messages
LS 100	Research and Writing					1		Assignments Messages

Done Local intranet | Protected Mode: Off 100%

Clicking the “Assignments” button next to a class will let you view your assignment grades and see what assignments you still need to complete.




CollegeTracker - Class Assignments - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop

Address <http://localhost/CT/servlet/Dispatcher> Go Links

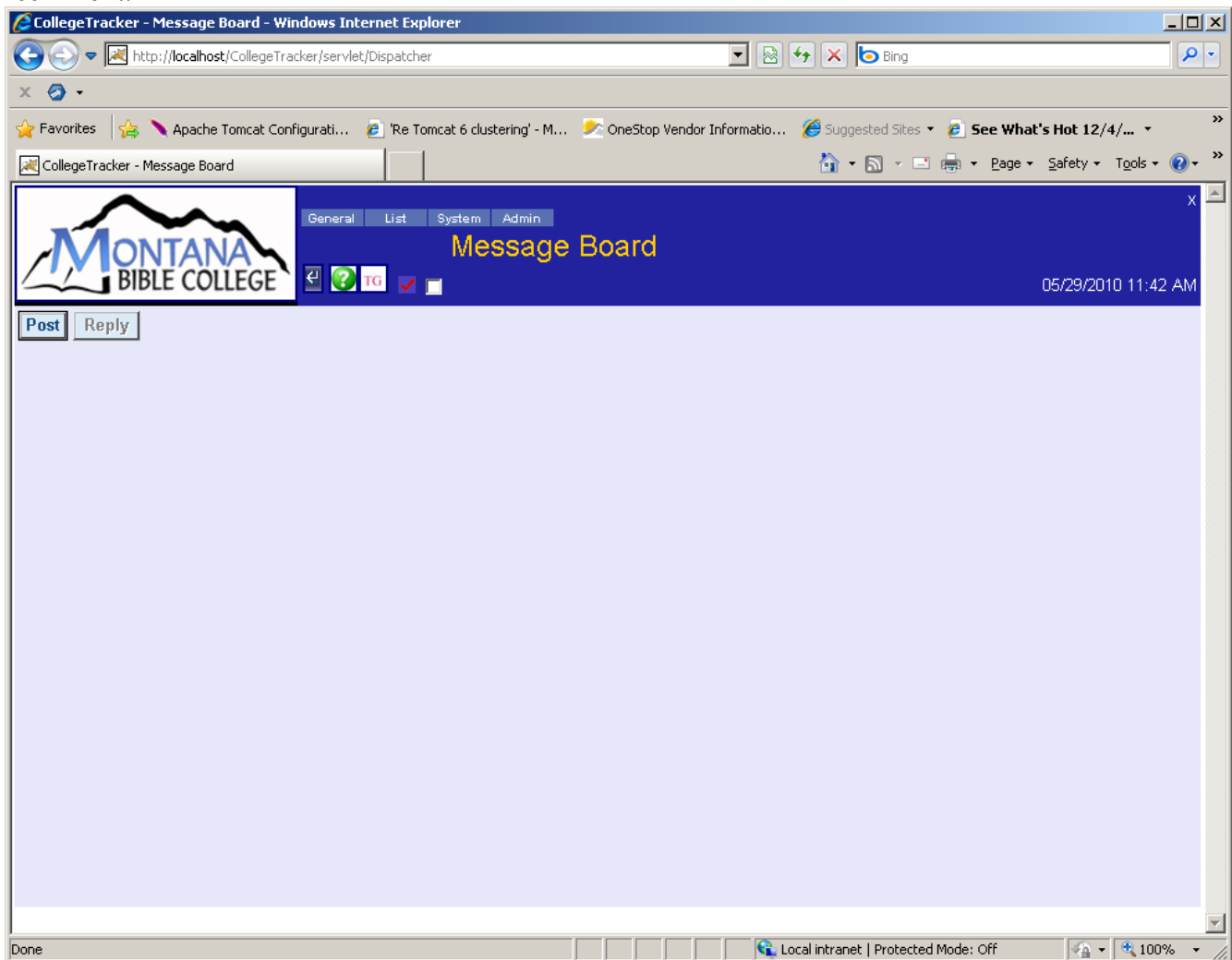
General Admin Go Back Logoff Help

 **Class Assignments**

Group Name	Group Weight	Assignment Name	Max Points	Points Earned
Group 1	100	Assgn 1	10	
Group 1	100	Assgn 2	100	
Group 2	100	Assgn 1	10	

Done Local intranet

Back on the class schedule, clicking on the “Messages” button will allow you to post or reply to messages sent out by the teacher or other students in the class. This is meant to facilitate class discussions outside of class or to communicate about assignments. When a new message has been posted, the teacher and all other students in the class will be notified so they can read and reply if they feel like it.



At the end of each semester, another option will be displayed on your “Home” page as well as on the Class Schedule page. Course Evaluations (“Evaluations” button) allows you to give feedback to the college on how well each of the courses met your needs/expectations. The college will tell you if you are expected to complete these evaluations or not, if so, please do so in a timely manner since the college can track completion although they can associate an evaluation back to a student.

CollegeTracker - Class Surveys - Microsoft Internet Explorer

Address: http://localhost/CT/servlet/Dispatcher

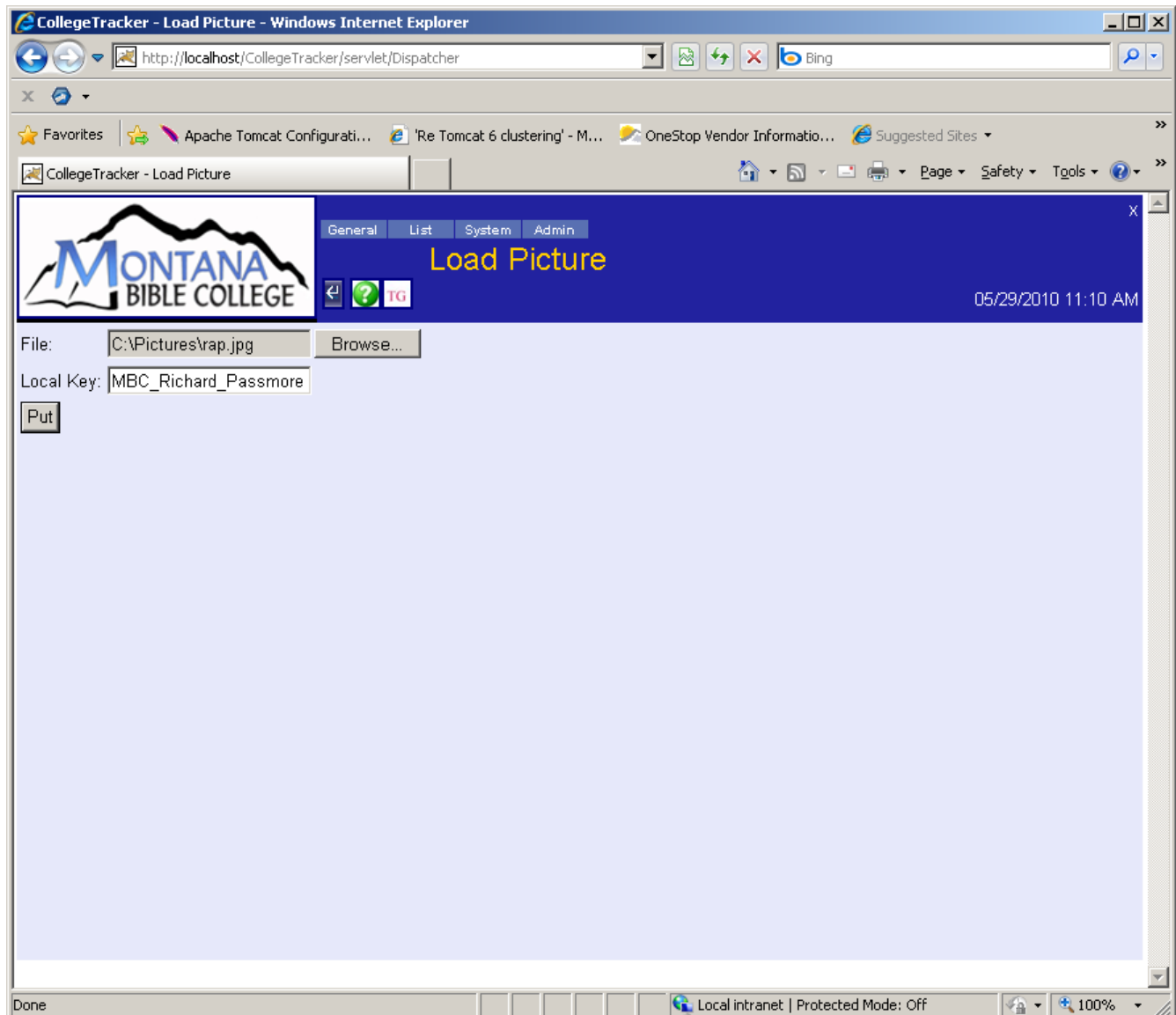
General Admin Go Back Logoff Help

MONTANA BIBLE COLLEGE Class Surveys

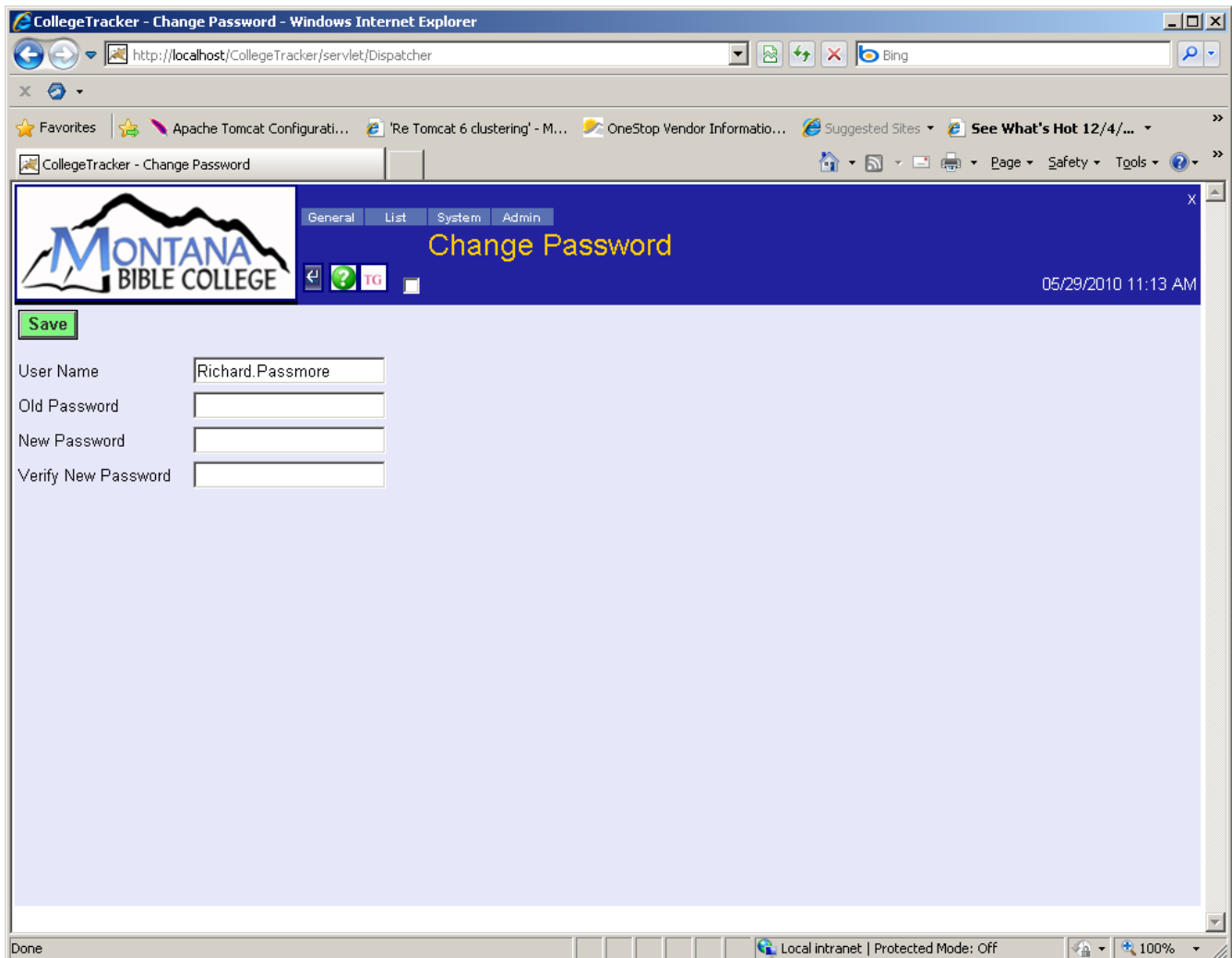
Catalog#	Name	Completed?
BS 100	Chapel	N
BS 101	Old Testament Survey	N
LS 301	Greek III	N
BS 221	Bible Exposition: Epistolary Literature: James	N
BC 101	Introduction to Biblical Counseling	N

Done Local intranet

Clicking on “Update Picture” from your home page will allow you to load a new picture into the system. The picture should meet your college's standards and should be in the same orientation (landscape or portrait) and comparable dimensions to other pictures in the system since this picture will be used for things such as the pictorial directory. On this picture, you'll see a “bent arrow” symbol to the left of the help icon. This will appear on each page other than your “home” page. Clicking on this symbol will return you to the previous page.



In the Admin menu, selecting the “Password” menu item will allow you to change your own password. You can also set up “Challenge” questions which will allow you to reset your password when you have forgotten it by finding the “System | Challenges” in the menus.



The screenshot shows a web browser window titled "CollegeTracker - Change Password - Windows Internet Explorer". The address bar shows the URL "http://localhost/CollegeTracker/servlet/Dispatcher". The browser's Favorites bar includes "Apache Tomcat Configurati...", "Re Tomcat 6 clustering" - M..., and "OneStop Vendor Informatio...". The main content area features the "MONTANA BIBLE COLLEGE" logo on the left and a navigation menu with "General", "List", "System", and "Admin" tabs. The "Admin" tab is selected, and the page title is "Change Password". The page content includes a "Save" button and a form with the following fields:

User Name	<input type="text" value="Richard.Passmore"/>
Old Password	<input type="password"/>
New Password	<input type="password"/>
Verify New Password	<input type="password"/>

The status bar at the bottom indicates "Done" and "Local intranet | Protected Mode: Off".

This page was actually obtained as an administrator, but, during preregistration, you will have access to this page as well using a button called “Pre-Register”. The main difference between this page for an Administrator and what you'll see is the “Audit” column will not be present on your page. If you want to audit a class, you will need to visit your advisor. In essence, you will use this page by checking the boxes next to the classes you wish to take – if you select two sections of the same class, only the first one will be checked. Also, when you save, the system will automatically check any prerequisites for the courses to make sure you are allowed to take the course. Also, by clicking on the catalog number for a course, you can view the catalog information for that course as well as any prerequisites it may have. The “View Books” button will take you to a page where you can view and decide whether you are going to buy the book yourself or are going to buy them directly from the college. The “Print” button will bring up a printable form showing the classes you have registered to take. To drop a class, uncheck the boxes next to the course. To audit a course (assuming the “Audit” column is present), check the audit box for that class – check, at most, one check box for a class.

CollegeTracker - Sign up for classes: Richard Passmore

http://localhost/CollegeTracker/servlet/Dispatcher

General List System Admin

Sign up for classes: Richard Passmore

05/29/2010 11:03 AM

Save View Books Print Fall 2010


Credits: 6 Audits: 0

Audit	Catalog#	Name	Credits	Room	Time	Days	Teacher Name
<input type="checkbox"/>	BC 201	Problems and Procedures in Biblical Counseling	3				
<input type="checkbox"/>	BC 302	Marriage and Family Counseling	2				
<input type="checkbox"/>	BC 401	Medical Issues in Counseling	3				
<input type="checkbox"/>	BS 100	Chapel	0				
<input checked="" type="checkbox"/>	BS 101	Old Testament Survey	3				
<input checked="" type="checkbox"/>	BS 103	Bible Study Methods	2				
<input type="checkbox"/>	BS 215	Bible Exposition: Narrative Literature: Genesis	2				
<input type="checkbox"/>	BS 332	Bible Exposition: Epistolary Literature: I & II Timothy	2				
<input type="checkbox"/>	BS 371	Bible Exposition: Prophetic Literature: Isaiah	2				
<input type="checkbox"/>	EP 202	Foundations of Ethics	3				
<input type="checkbox"/>	HS 201	Church History to 1500	2				
<input checked="" type="checkbox"/>	LS 100	Research and Writing	1				
<input checked="" type="checkbox"/>	LS 101	Family Development	2				
<input type="checkbox"/>	LS 201	Greek I	3				
<input type="checkbox"/>	LS 410-429	Greek Exegesis	2				
<input type="checkbox"/>	MD 101	Evangelism & Discipleship I	2				
<input type="checkbox"/>	MD 205	Discipleship Lab: The Model of Jesus	1				

Local intranet | Protected Mode: Off 100%

By clicking on “General | Calendar”, you will see a new calendar page pop up which will let you view upcoming events at the college. Please note, this is the school calendar so, you are unlikely to be finding birthdays or other personal events listed here.

CollegeTracker - Edit Calendar Information - Windows Internet Explorer



Edit Calendar Information

05/29/2010 11:15 AM

Day View
 Month View
 Year View
 Filter On:

May 2010						
Su	Mo	Tu	We	Th	Fr	Sa
						01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Events for May 08 2010

05/08/2010 - 05/17/2010	Ministry Engagements	Servant Song Tour
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Date: To: (optional)

Event Repeats every:

Event Type:

Assigned To: Backup:

Display a reminder?

Event Description:

Start Time: End Time:

Notes:

Completed?