



I have visited my advisor and have my Alternate PIN (RAP). I am ready to REGISTER for classes.

The screenshot shows the Alcorn State University website. The navigation menu includes: FACULTY/STAFF, STUDENTS, CAMPUSES, NEWS/EVENTS, and a search bar. A dropdown menu is open under 'STUDENTS', listing: STUDENT PORTAL, STUDENT AFFAIRS, BANNER ONLINE SERVICES, BLACKBOARD LMS, STUDENT EMAIL, and RESIDENCE LIFE. A red arrow points from the 'BANNER ONLINE SERVICES' link in the dropdown to a text box on the right. The main banner features the text 'CONGRATULATIONS BRAVES' and '2014 SWAC FOOTBALL & BLACK COLLEGE NATIONAL CHAMPIONS'. Below the banner, there are sections for 'EVENTS' and 'NEWS'. The 'EVENTS' section lists: WED MAY 27 Summer I Classes Begin; MON JUN 1 The Ag-Academy - Exploring Our Amazing Environment (Thru: 6/30/2015); WED JUN 17 Summer Orientation, Advising and Registration. The 'NEWS' section lists: Alcorn alumnus Duvalier Malone delivers sound advice at Jefferson County High School Commencement; Alcorn's Carla Williams invited to HRO Today Forum in Philadelphia, Pa.; Alcorn's Joey Mitchell earns doctorate degree; Alcorn alumna April Green becomes owner of dance.

- ❖ Go to: www.alcorn.edu
- ❖ Click on: STUDENTS
- ❖ Click on: BANNER ONLINE SERVICES

User Login

- ❖ Enter User ID: Student ID Number (A00000000) or Social Security Number
- ❖ Enter PIN: 6 Digit Date of Birth (Temporary) or Permanent PIN
- ❖ Login

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HELP EXIT

User Login

Please enter your User Identification Number (ID) and your Personal Identification Number (PIN). When finished, select Login.
Please Note: ID is Case Sensitive.
Log in to activate your Email/Blackboard account.
To protect your privacy, please Exit and close your browser when you are finished.

[Look Up your ASU Generated ID](#)

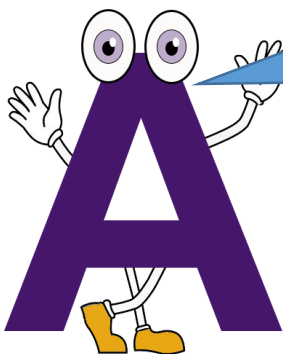
User ID:

PIN:

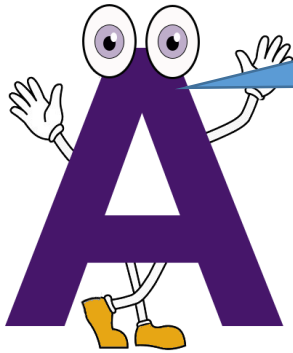
RELEASE: 8.5.2

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- ❖ User ID
- ❖ Enter PIN
- ❖ Login



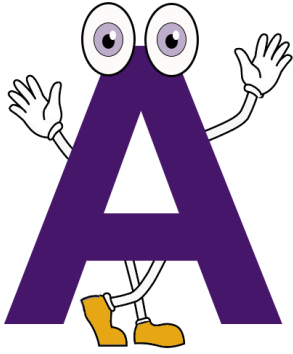
I found my student ID number by clicking on "Look Up Your ASU Generated ID". Also, I logged in too many times and my account was disabled. I called the Registrar's Office and they reset my pin for me.



Do you have an ASU email account? If not, please click on "Activate Email Account".

The screenshot shows a web browser window with the URL <https://selfserve.alcorn.edu/pls/prod11>. The page header includes the 'ellucian' logo and navigation tabs for 'Personal Information', 'Student and Financial Aid', 'Faculty Services', and 'Employee Services'. A search bar and links for 'SITE MAP', 'HELP', and 'EXIT' are also present. The main content area features a 'Main Menu' section with a welcome message: 'Welcome to ASU Online Services! Last web access on Jan 30, 2015 at 08:41 am'. Below this, a red link for 'ACTIVATE EMAIL ACCOUNT' is highlighted, with a red arrow pointing to it from the speech bubble above. A note for 'First time Freshmen and Transfer Students' explains the activation process. A list of service categories follows: 'Personal Information' (change PIN, security question, address, phone, email, emergency contact, marital status), 'Student Services & Financial Aid' (register, view records), 'Faculty Services' (enter grades, registration overrides, class lists), and 'Employee Services' (payroll, benefits, tax forms, E-PAF). The footer contains the release version '8.5.2' and copyright information for '© 2015 Ellucian Company L.P. and its affiliates.' The Windows taskbar at the bottom shows the time as 8:54 AM on 1/30/2015.

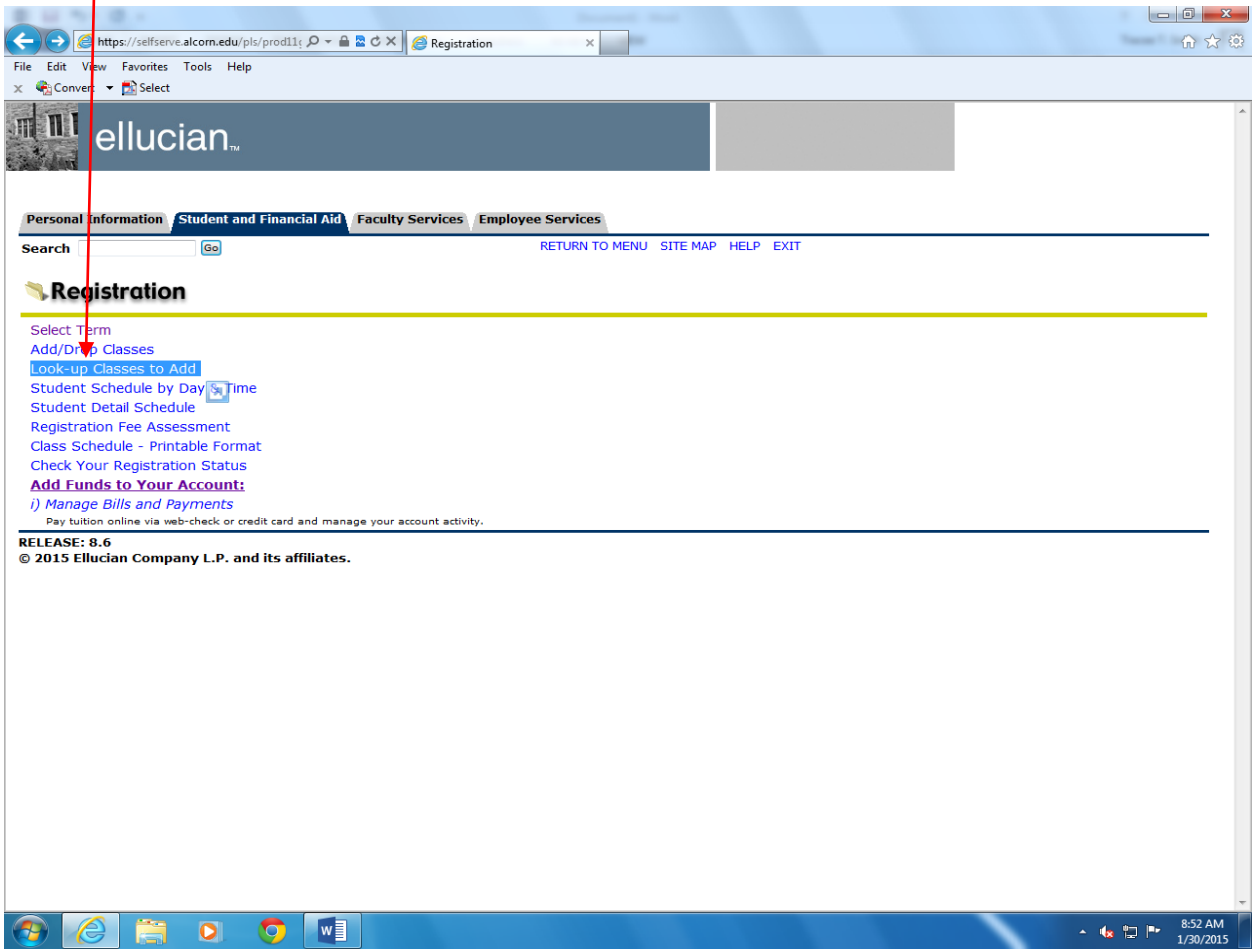
❖ Click on: Student Services & Financial Aid

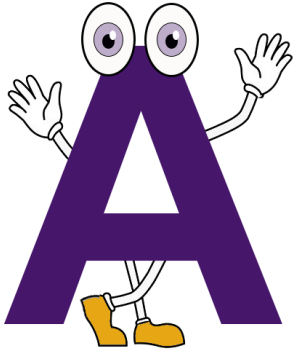


❖ Click on: Course Enrollment and Registration

The screenshot shows a web browser window with the URL <https://selfserve.alcom.edu/pls/prod11>. The page features the 'ellucian' logo and navigation tabs for 'Personal Information', 'Student and Financial Aid', 'Faculty Services', and 'Employee Services'. A search bar is present with a 'Go' button and links for 'RETURN TO MENU', 'SITE MAP', 'HELP', and 'EXIT'. The main heading is 'Student Services & Financial Aid'. Below this, there are several links: 'Admissions', 'Course Enrollment and Registration' (highlighted with a red arrow), 'Student Records', 'Financial Aid', and 'Campus Parking - BOSSCARS'. The footer includes 'RELEASE: 8.6' and '© 2015 Ellucian Company L.P. and its affiliates.' The Windows taskbar at the bottom shows the time as 8:55 AM on 1/30/2015.

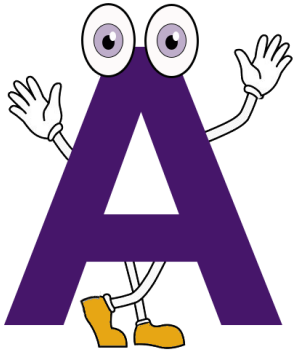
- ❖ Click on: Look up Classes to Add
- ❖ Click on: Add/Drop Classes to Add if you have the 5 digit course reference number (CRN)





❖ Select the term for registration

A screenshot of a web browser window showing the 'Select Term or Date Range' page in the Ellucian system. The browser address bar shows 'https://selfserve.alcom.edu/pls/prod11?_p=...'. The page has a blue header with the 'ellucian' logo. Below the header, there are navigation tabs for 'Personal Information', 'Student and Financial Aid', and 'Employee Services'. A search bar is present with a 'Go' button. The main content area is titled 'Select Term or Date Range' and includes a date stamp 'Jan 30, 2015 09:07 am'. Under the heading, there are two search options: 'Search by Term:' with a dropdown menu currently showing 'Spring 2015', and 'Search by Date Range (MM/DD/YYYY):' with 'From:' and 'To:' input fields. Below these are 'Submit' and 'Reset' buttons. At the bottom of the page, there is a footer with the text 'RELEASE: 8.5.2.1' and '© 2015 Ellucian Company L.P. and its affiliates.'. The Windows taskbar is visible at the bottom of the screenshot, showing the time as 9:13 AM on 1/30/2015.



- ❖ Look-Up Classes by selecting the Subject
- ❖ Click on: Course Search

https://selfserve.alcom.edu/pls/prod11... Look-Up Classes to Add JWF

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Personal Information Student and Financial Aid Employee Services

Search [Go] RETURN TO MENU SITE MAP HELP EXIT

Look-Up Classes to Add:

Spring 2015
Jan 30, 2015 09:07 am

Use the selection options below to search the class schedule for the term displayed above. You may choose any combination of fields to narrow your search, but you must select at least one Subject. When your selection is complete, click Class Search to perform the search.

Subject:

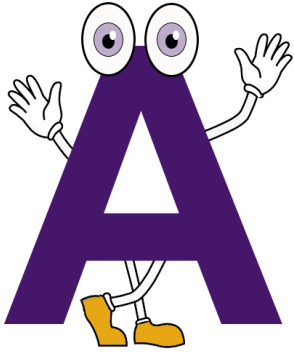
- Criminal Justice
- Economics
- Education
- Educational Technology
- English
- Executive MBA
- Finance
- Fitness Training
- General Science
- Geography

Course Search Advanced Search

[Student Schedule by Day & Time | Student Detail Schedule | View Holds]

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9:13 AM
1/30/2015



- ❖ Find the course
- ❖ Click on: View Sections

https://selfserve.alcom.edu/pls/prod11... Look-Up Classes to Add:

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Personal Information Student and Financial Aid Employee Services

Search Go RETURN TO MENU SITE MAP HELP EXIT

Look-Up Classes to Add: Spring 2015
Jan 30, 2015 09:08 am

Spring 2015

Education

200	Social Studies/Multicultural	View Sections
302	Seminar/Integrating Technology	View Sections
307	Ed & Psy Emotionally Disturbed	View Sections
308	Ed & Psy Mentally Retarded	View Sections
314	Early Literacy I	View Sections
317	Early Literacy Instructions II	View Sections
319	Computer Applic. in Education	View Sections
345	The Lang. Arts in Elem. School	View Sections
348	Foundations of Education	View Sections

9:14 AM 1/30/2015

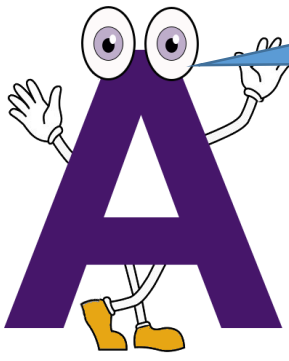
https://selfserve.alcom.edu/pls/prod11... Look-Up Classes to Add:

524	Problems in Elem Arithmetic	View Sections
526	Prob Trends in Elem Science	View Sections
527	Measurement/Evaluation	View Sections
533	Curriculum Development	View Sections
549	Parenting Pluralistic Society	View Sections
584	Educational Internship II	View Sections
595	Seminar in Elementary Educ.	View Sections
616	Adv. Stud. in Elemen	View Sections
627	Evaluation and Measurement	View Sections
629	Research Design & Stastics	View Sections
632	M/M in Teaching in Elem Sch	View Sections
695	Seminar in Education	View Sections

[[Student Schedule by Day & Time](#) | [Student Detail Schedule](#) | [View Fee Assessment](#)]

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9:15 AM
1/30/2015



I am selecting 632.
Look at the next page
for additional
information about
my course.

https://selfserve.alcom.edu/pls/prod11... Look-Up Classes to Add:

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Personal Information Student and Financial Aid Employee Services

Search Go RETURN TO MENU SITE MAP HELP EXIT

Look-Up Classes to Add: Spring 2015
Jan 30, 2015 09:09 am

To register for classes, check the box in front of the CRN (C identifies a closed class) and click Register or Add to Worksheet.

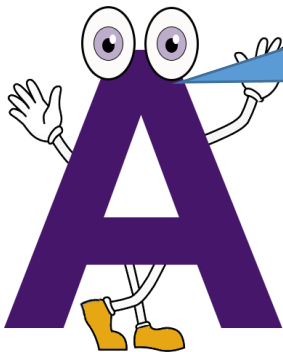
Sections Found

Education

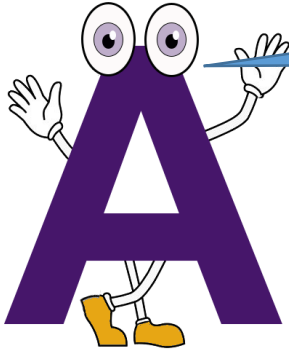
Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Instructor	Date (MM/DD)	Location	Attribute
<input type="checkbox"/>	10749	ED	632	OL	4	3.000	M/M in Teaching in Elem Sch	TBA	40	17	23	0	0	0	0	0	0	0	Sophia SL Dr Marshall (P)	01/12- 05/08	TBA	

[[Student Schedule by Day & Time](#) | [Student Detail Schedule](#) | [View Fee Assessment](#)]

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As you can see, I've chosen my class. However, my friends received error messages: NR, Closed and Pre-Req Test Score. I told them to register between the hours of 9:00 AM and 10:00 PM. Also, I told them to visit their advisor. Their advisor may send an email to the Registrar's Office or they may recommend another class.



I am also adding ED 695 to my schedule. To view my schedule, click on "Student Detail Schedule".

https://selfserve.alcom.edu/pls/prod11? Look-Up Classes to Add: x

File Edit View Favorites Tools Help
x Convert Select

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Personal Information **Student and Financial Aid** Employee Services

Search Go RETURN TO MENU SITE MAP HELP EXIT

Look-Up Classes to Add:

Spring 2015
Jan 30, 2015 09:13 am

To register for classes, check the box in front of the CRN (C identifies a closed class) and click Register or Add to Worksheet.

Sections Found

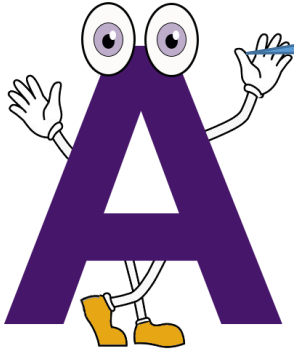
Education

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Instructor	Date (MM/DD)	Location	Attribute
<input type="checkbox"/>	10667	ED	695	OL	4	3.000	Seminar in Education	TBA	40	16	24	0	0	0	0	0	0	Sarai Johnson (P)	01/12-03/06	ONLINE	ONLINE	

[[Student Schedule by Day & Time](#) | [Student Detail Schedule](#) | [View Fee Assessment](#)]

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9:19 AM
1/30/2015



I have selected my courses! I am ready to pay my fees.

Browser window showing a web application interface for a student's schedule. The URL is <https://selfserve.alcom.edu/pls/prod11>. The page title is "Student Detail Schedule".

Navigation tabs: Personal Information, Student and Financial Aid, Employee Services

Search: Go

RETURN TO MENU SITE MAP HELP EXIT

Student Detail Schedule:

Spring 2015
Jan 30, 2015 09:14 am

Total Credit Hours: 6.000

M/M in Teaching in Elem Sch - ED 632 - OL

Associated Term: Spring 2015
CRN: 10749
Status: **Registered** on Jan 08, 2015
Assigned Instructor: Sophia S. Marshall

Grade Mode: Normal
Credits: 3.000
Level: Specialist
Campus: ONLINE

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	TBA	TBA		Jan 12, 2015 - May 08, 2015	Online-Course	Sophia SL Dr Marshall (P)

Seminar in Education - ED 695 - OL

Associated Term: Spring 2015
CRN: 10667
Status: **Registered** on Jan 08, 2015
Assigned Instructor: Sarai Johnson

Grade Mode: Normal
Credits: 3.000
Level: Specialist
Campus: ONLINE

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	TBA		ONLINE COURSES (no building)	ONLINE Jan 12, 2015 - Mar 06, 2015	Online-Course	Sarai Johnson (P)

[Return to Previous](#)

[[Select Term](#) | [Add/Drop Classes](#) | [Change Class Options](#) | [View Fee Assessment](#) | [Look-up Classes to Add](#)]

RELEASE: 8.3.0.3
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Taskbar: 9:20 AM 1/30/2015