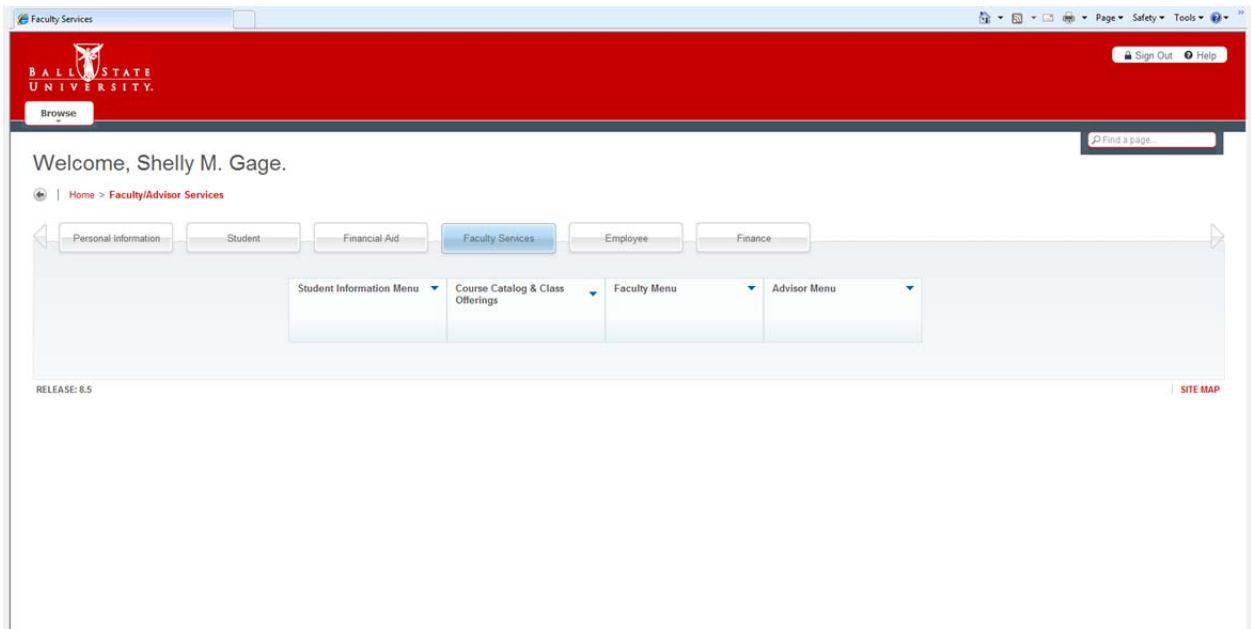


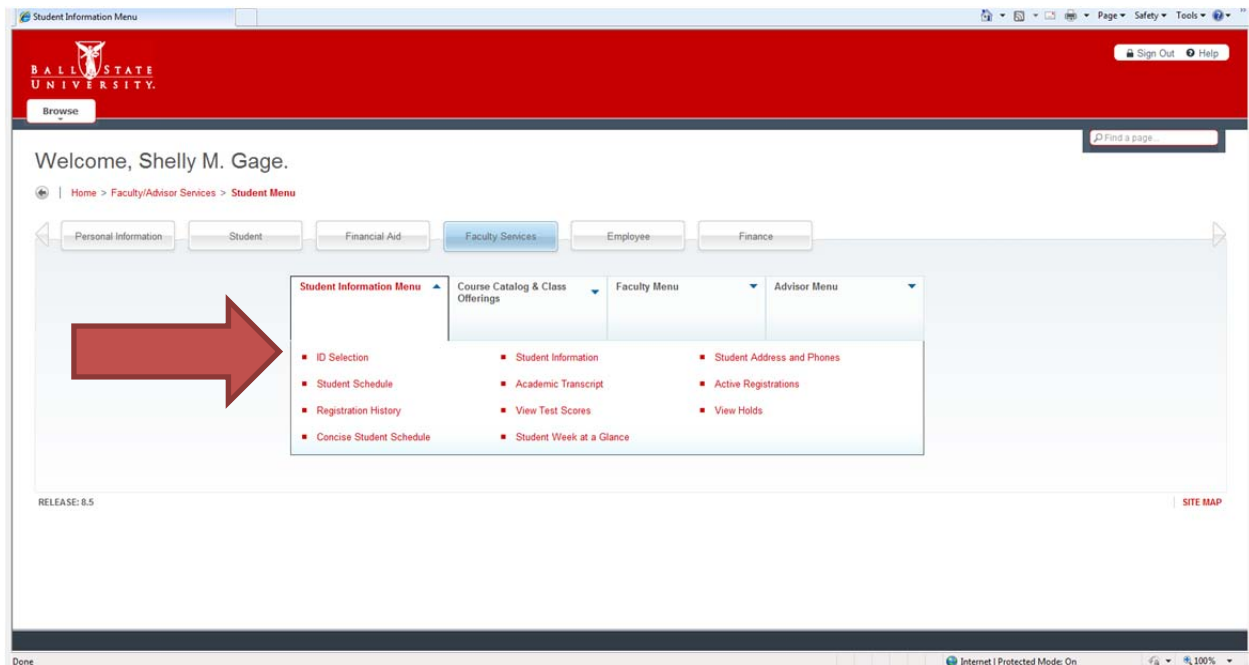
How to find Student Information in Self-Service Banner

(In these screens you are just viewing information; you cannot change it so don't be afraid to explore!)

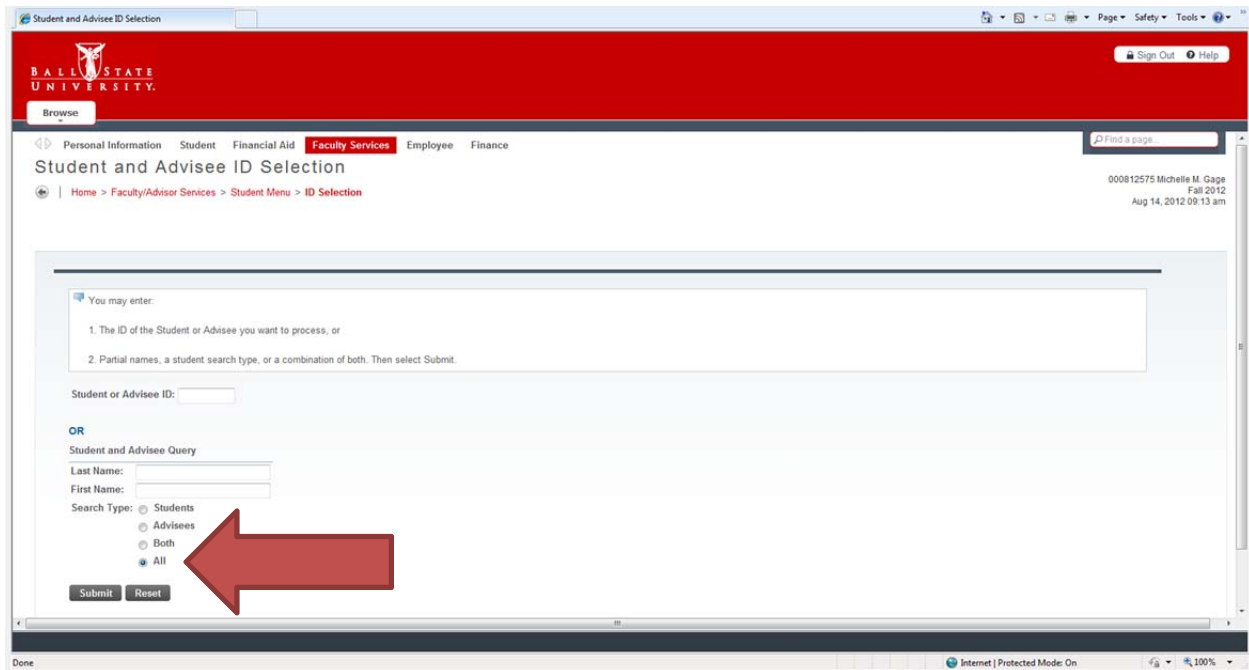
- Log in to Self Service Banner and go to **Faculty Services**
- Select the **Student Information Menu**



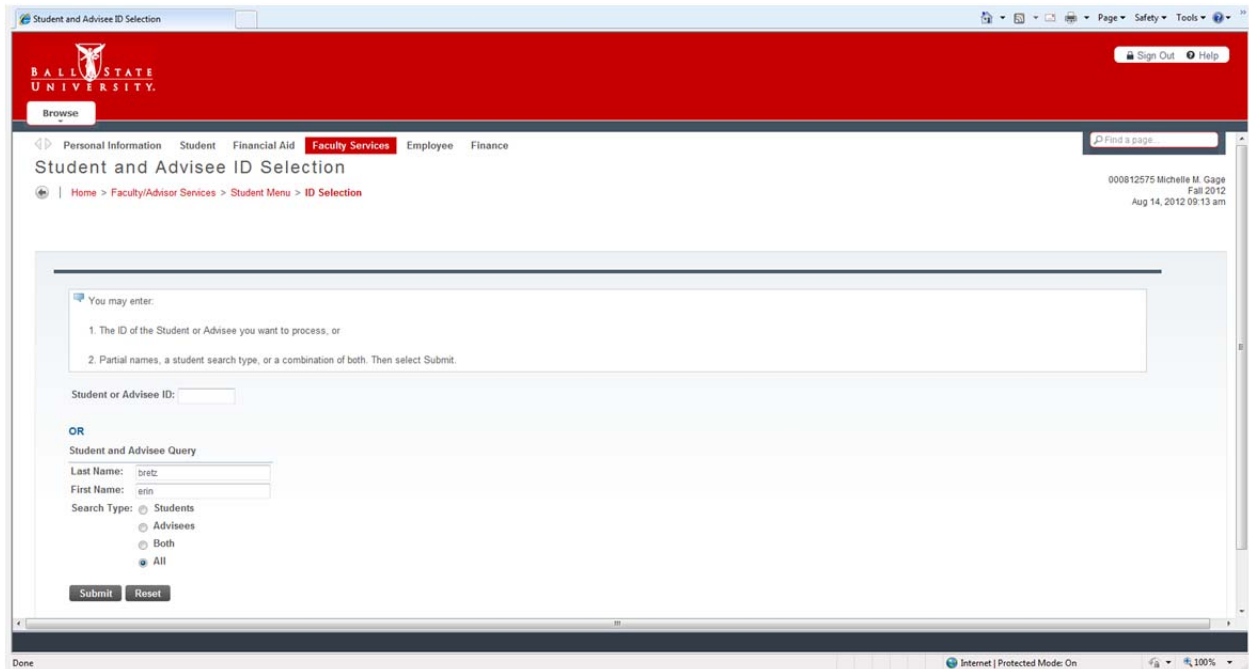
- Click on **ID Selection**



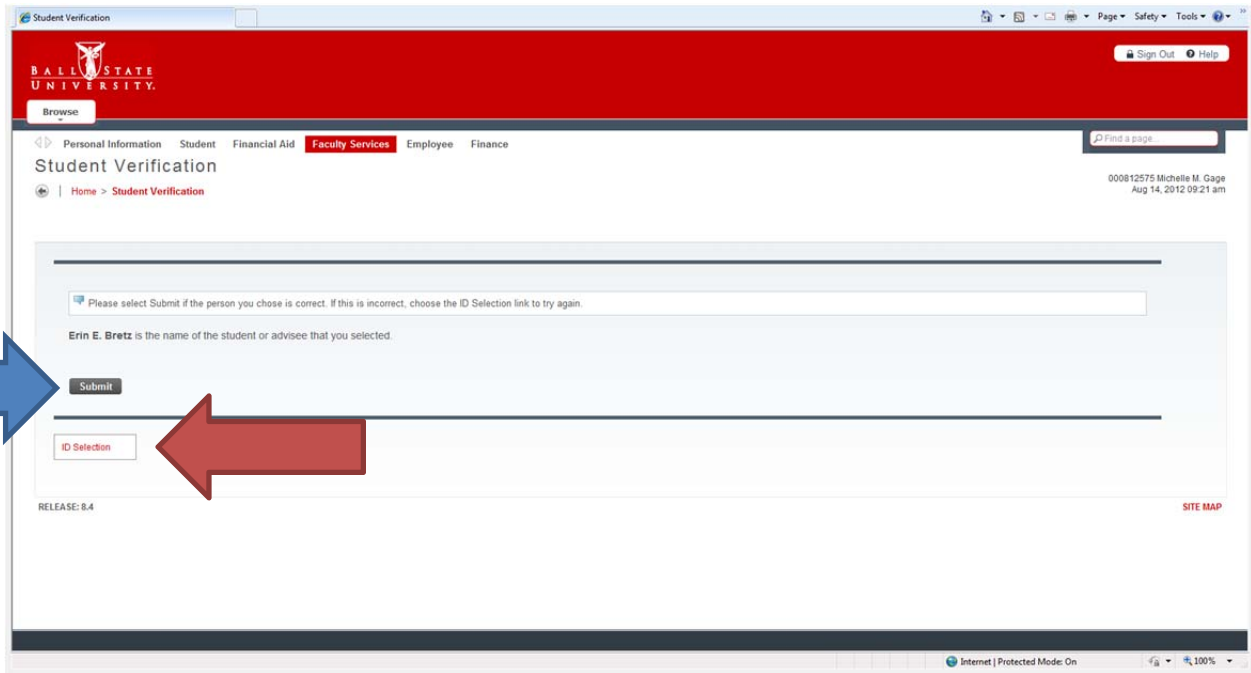
- Select a Term (Fall 2012 is the only option at the moment) and hit Submit



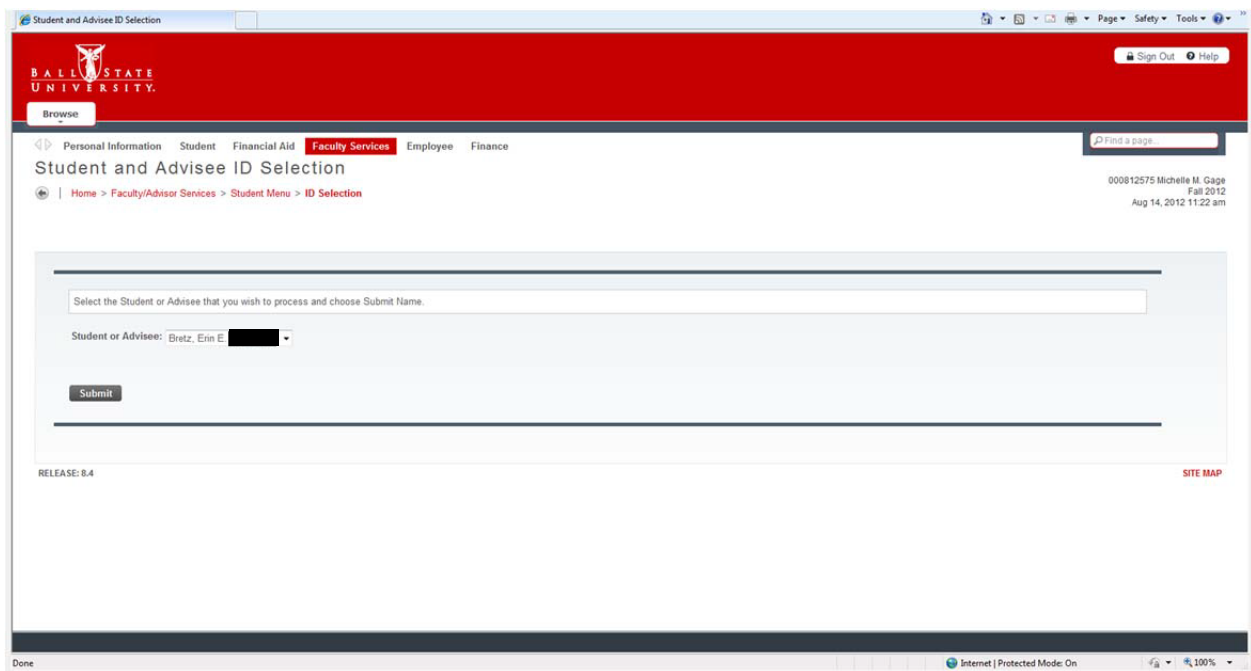
- There are two ways to look for a student.
 - If you know the student's ID number, enter it in the **Student or Advisee ID** box.
 - If you don't know the student's ID number, you can search by his or her name using the **Student and Advisee Query**. Leave All selected for your Search Type.



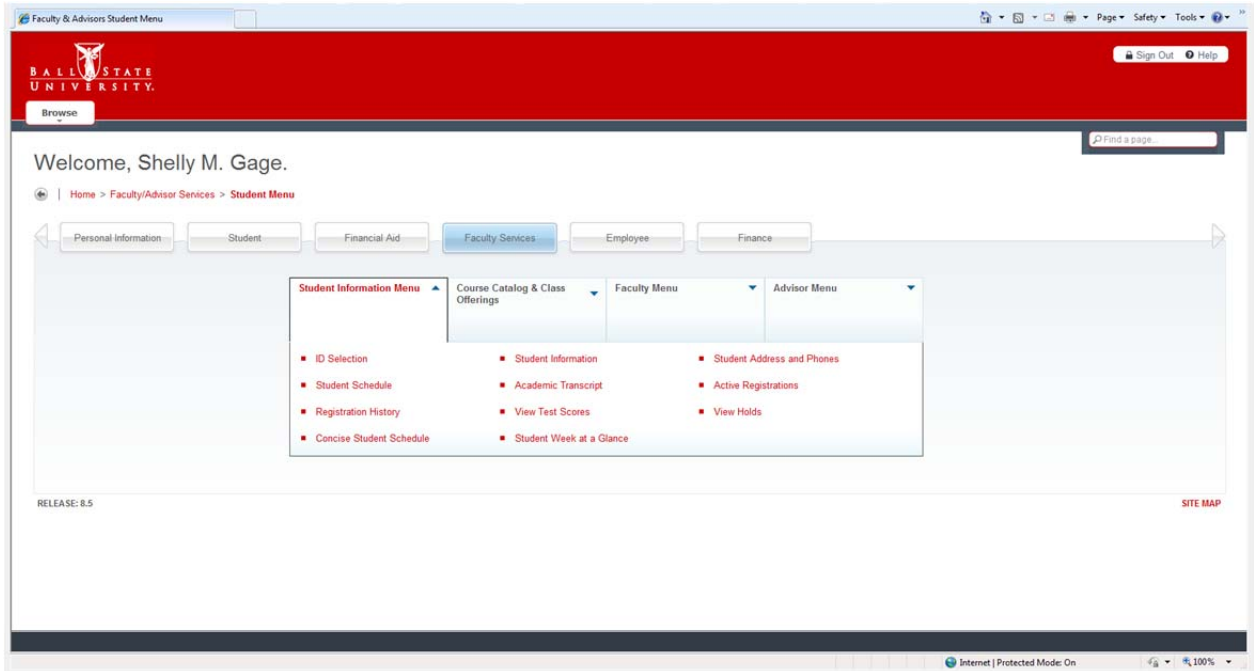
- If you've entered an ID#, the system will give you the name of the student you selected for confirmation. If it is the right student, hit **Submit**. If not, return to **ID Selection** by hitting the link.



- If you search by name, a box with the name(s) and id #s returned by your search will appear. Use the down arrow in the drop down box to view the list of names and make your selection.



- Once you have the correct student selected, hit Submit.
- You will be returned to the **Student Information Menu**. Now you can select the information you want to view.



- There are several different ways to view a student's schedule. You can view it with: **Student Schedule**, **Concise Student Schedule**, **Student Week at a Glance**, and **Active Registrations**. Each area presents the information in a slightly different way. The two which are most useful are **Concise Student Schedule** and **Active Registrations**.
 - **Concise Student Schedule**

Concise Student Schedule

Ball State University

Personal Information Student Financial Aid Faculty Services Employee Finance

Concise Student Schedule

Home > Faculty/Advisor Services > Student Menu > Concise Student Schedule

000812575 Michelle M. Gage
Fall 2012
Aug 14, 2012 09:29 am

This page lists the classes for which you are registered for the term. All of the detail information about the class is included.

Information for **Erin E. Bietz**

Classification: Sophomore
Level: Undergraduate
College: Science and Humanities
Major and Department: History, History
Major Concentration: Science and Humanities
History Internship

CRN	Course	Title	Campus	Credits	Level	Start Date	End Date	Days	Time	Location	Instructor
10044	HIST 202 1	American History, 1877 to the Present	Main	3.000	UG	Aug 20, 2012	Dec 14, 2012	MWF	9:00 am - 9:50 am	Burkhardt Building 106	Smith
10049	HIST 360 1	Pacific Theater WW II	Main	3.000	UG	Aug 20, 2012	Dec 14, 2012	MWF	11:00 am - 11:50 am	Burkhardt Building 103	Krzemienski
13799	HONR 202 3	Inquiries in the Middle Ages, Renaissance, Enlightenment	Main	3.000	UG	Aug 20, 2012	Dec 14, 2012	MWF	1:00 pm - 1:50 pm	Burkhardt Building 102	Stegman
13807	HONR 203 6	Inquiries in the Nineteenth, Twentieth, and Twenty-first Centuries	Main	3.000	UG	Aug 20, 2012	Dec 14, 2012	MW	5:00 pm - 6:15 pm	Ball House 117	Shea
16056	ICOM 101 800	The Digital World	Online	3.000	UG	Aug 20, 2012	Dec 14, 2012	TBA		TBA	Byers
				Total Credits:	15.000						

○ Active Registrations

Active Registrations

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Active Registrations

Home > Faculty/Advisor Services > Student Menu > Active Registrations

000812575 Michelle M. Gage
Fall 2012
Aug 14, 2012 09:29 am

The following classes are not officially considered complete for transcript purposes. Additional information is available by selecting hyperlinked data.

Information for **Erin E. Bietz**

American History, 1877 to the Present - HIST 202 - 1

Associated Term	Fall 2012	Credits	3.000
CRN	10044	Grade Mode	Standard Letter
Status	**Web Registered** Apr 11, 2012	Course Level	Undergraduate
Schedule Type	Lecture	Midterm Grade	
Instructional Method	N/A	Grade Detail	
Campus	Main	Associated Instructor	Kevin E. Smith
		Course URL	

Pacific Theater WW II - HIST 360 - 1

Associated Term	Fall 2012	Credits	3.000
CRN	10049	Grade Mode	Standard Letter
Status	**Web Registered** Jun 15, 2012	Course Level	Undergraduate
Schedule Type	Lecture	Midterm Grade	
Instructional Method	N/A	Grade Detail	
Campus	Main	Associated Instructor	Edward D. Krzemienski
		Course URL	

Inquiries in the Middle Ages, Renaissance, Enlightenment - HONR 202 - 3

Associated Term	Fall 2012	Credits	3.000
CRN	13799	Grade Mode	Standard Letter
Status	**Web Registered** Jun 15, 2012	Course Level	Undergraduate
Schedule Type	Lecture	Midterm Grade	
Instructional Method	N/A	Grade Detail	

- Why check **Active Registrations**? On certain views of the student's schedules, wait-listed courses will appear (with 0 credit hours listed).

Ball State University

Sign Out Help

Browse

Find a page...

This page lists the classes for which you are registered for the term. All of the detail information about the class is included.

Information for **Charlie Cardinal**

Classification: Freshman
 Level: Undergraduate
 College: Science and Humanities
 Major and Department: French, Modern Languages and Classics
 Science and Humanities

CRN	Course	Title	Campus	Credits	Level	Start Date	End Date	Days	Time	Location	Instructor
13667	ENG 104 4	Composing Research	Main	3.000	UG	Aug 20, 2012	Dec 14, 2012	MWF	10:00 am - 10:50 am	Robert Bell Building 108	TBA
17044	ID 101 22	Freshman Seminar	Main	0.000	UG	Aug 20, 2012	Dec 14, 2012	MWF	8:00 am - 8:50 am	North Quad 302	Reed
10349	MATH 125 2	Mathematics and Its Applications	Main	3.000	UG	Aug 20, 2012	Dec 14, 2012	MWF	9:00 am - 9:50 am	Robert Bell Building 119	Yi
				Total Credits:	6.000						

This may cause confusion. Wait-listed courses will NOT appear on the **Active Registrations** screen, however. If a student arrives who believes he or she is registered for a course but they are not appearing on the class list, check the student's **Active Registrations**.

- One thing to note with regard to **Student Week at a Glance**. This shows a weekly schedule. If a student is enrolled in a course which doesn't meet for the entire semester, it will only appear on this schedule during those weeks when the class meets. The dates shown can be changed in the Go to box, or by hitting **Next Week**.

Student Week at a Glance

Information for Erin E. Bietz

This page lists classes in day and time format for a student. You may select one of the classes listed to see all of the detail information about the class.

Go to (MM/DD/YYYY):

Previous Week	Week of Aug 20, 2012 (1 of 17)							Next Week
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
9am	HIST 202.1 10044 Class 9:00 am-9:50 am Burkhardt Building 106		HIST 202.1 10044 Class 9:00 am-9:50 am Burkhardt Building 106		HIST 202.1 10044 Class 9:00 am-9:50 am Burkhardt Building 106			
10am								
11am	HIST 360.1 10049 Class 11:00 am-11:50 am Burkhardt Building 103		HIST 360.1 10049 Class 11:00 am-11:50 am Burkhardt Building 103		HIST 360.1 10049 Class 11:00 am-11:50 am Burkhardt Building 103			

Faculty & Advisors Student Menu

Welcome, Shelly M. Gage.

Home > Faculty/Advisor Services > Student Menu

Personal Information | Student | Financial Aid | **Faculty Services** | Employee | Finance

Student Information Menu

- ID Selection
- Student Schedule
- Registration History
- Concise Student Schedule

Course Catalog & Class Offerings

- Student Information
- Academic Transcript
- View Test Scores
- Student Week at a Glance

Faculty Menu

- Student Address and Phones
- Active Registrations
- View Holds

Advisor Menu

RELEASE: 8.5 SITE MAP

- Other information you can find in the **Student Information Menu**:
 - **Student Information**: You can find the student's major listed here as well as his or her advisor.
 - **Student Address and Phones**: Just what it says. 😊
 - **View Holds**: This will show you if a student has a hold on his or her record.
 - *In these screens you are just viewing information; you cannot change it so don't be afraid to explore!*