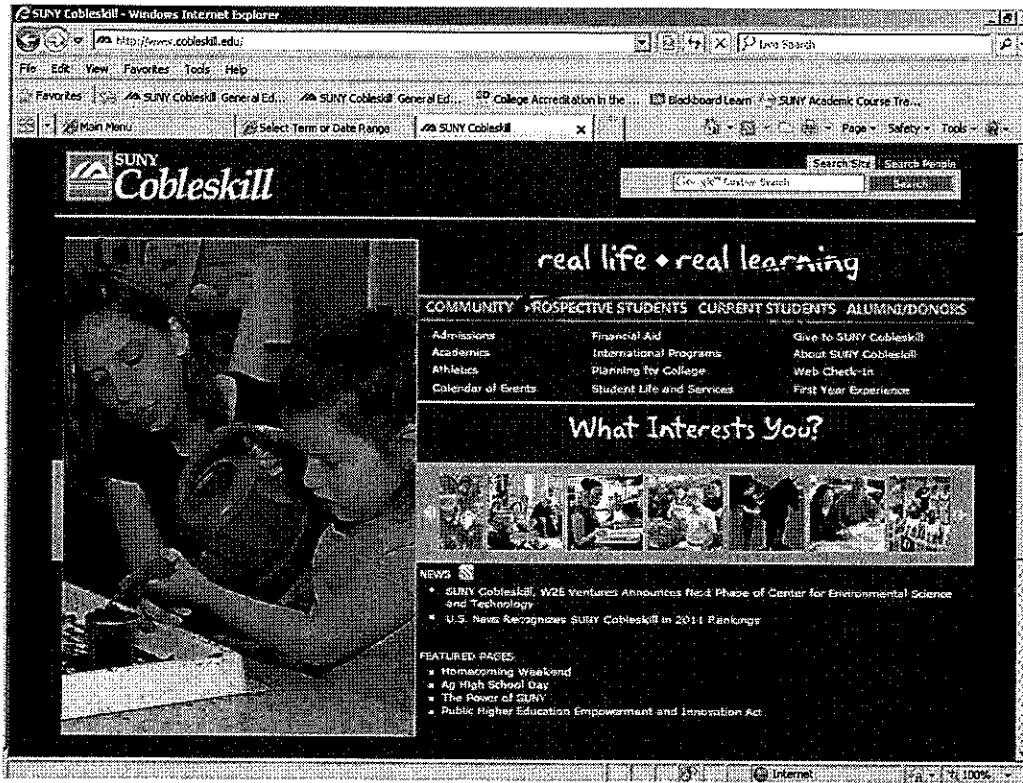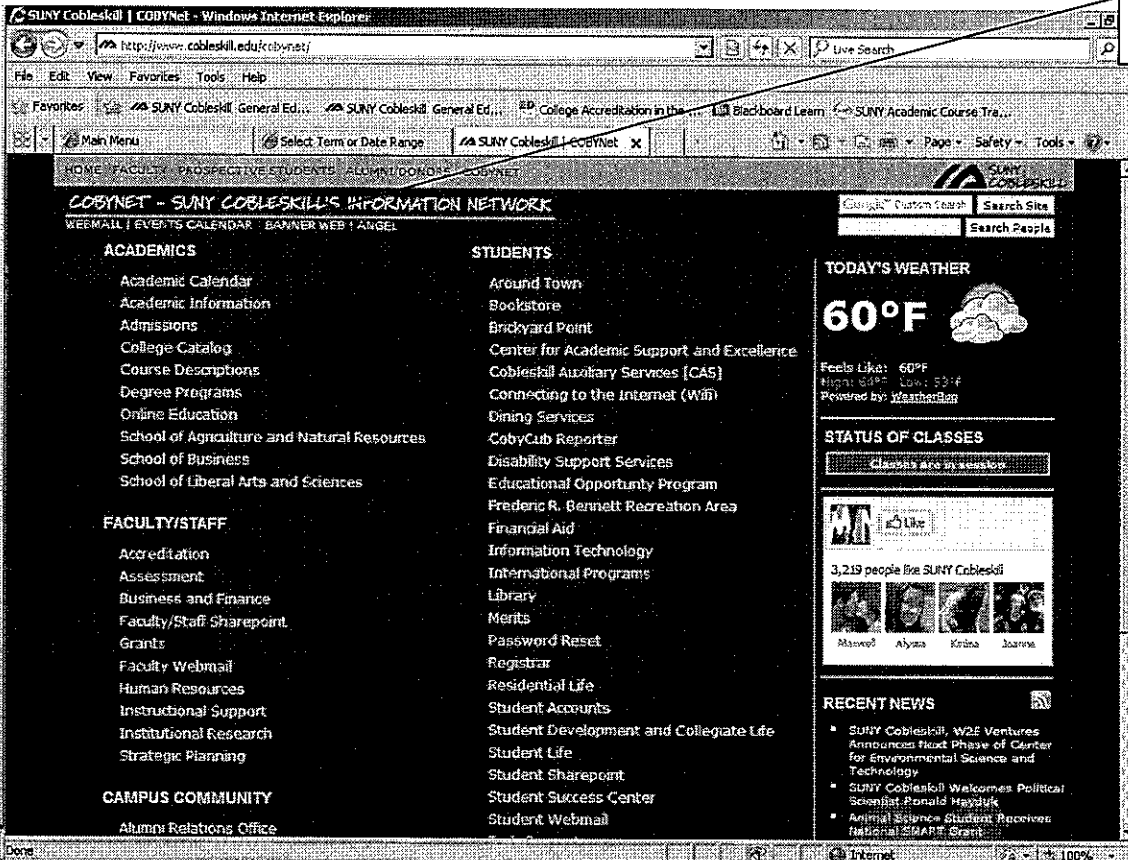# 2010

Banner Web For Faculty – The Basics

Prepared by Tara Winter

SUNY Cobleskill

9/17/2010

Banner web can be accessed from the home page by choosing the community link.

Click on "Banner Web" to log in.

Log In for Banner Web

You can use this link to search for courses. This will give you detailed information such as how many seats are available, day, time, instructor, etc.

SITE MAP | HELP | EXIT

Dear SUNY Cobleskill Students:

On behalf of the entire campus community, welcome to SUNY Cobleskill. The SUNY Cobleskill community is a unique, exciting, student-centered environment; it is one in which our highly skilled and caring faculty, staff, administration, and senior student leaders are all committed to help you achieve your academic and personal development goals. Start thinking today about how best to immerse yourself into college life and how best to stay connected with the College and your new college friends. Once you have logged into the SUNY Cobleskill Banner Web Student Information System and been issued an official SUNY Cobleskill e-mail account, you will be connected with approximately 2,500 other SUNY Cobleskill students and over 400 faculty and staff. It's imperative that you check your campus e-mail daily for updates, important announcements, potential communications from faculty and administration, and messages from friends. This is the official means of communication for the College to our students.

Steven M. Ackerknecht
Vice President for Student Development and Collegiate Life

Please enter your User Identification Number (ID) and your Personal Identification Number (PIN). When finished, select Login.

Please Note: ID is Case Sensitive

To protect your privacy, please Exit and close your browser when you are finished.

User ID:
PIN:

[Login] [Forgot PIN?]

RELEASE: 7.4.1

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SUNY
Cobleskill

Personal Information **Student Services**

Search [   ] [Go]   ACCESSIBILITY   SITE MAP   HELP   EXIT

Main Menu

Welcome, David Thompson, to SUNY Cobleskill Information System! Last web access on Sep 03, 2010 at 04:07 pm

Personal Information
Change your PIN here.
Student
Apply for Admission, Register, View your academic records and Financial Aid
Faculty & Advisors
Enter Grades and Registration Overrides, View Class Lists and Student Information
Online Parking Permit Request
Emergency Alert Contact Information (NY-ALERT)
Register your personal contact information to receive E-Mail, Voice and Text Messaging Alerts during Campus Emergencies

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Done   Internet   100%

The faculty & advisors menu will bring you to information regarding your specific schedule as well as detailed information regarding your advisees, the students enrolled in your courses, and it is where you post your mid-term and final grades.

https://bannerweb.cobleskill.edu/pls/prod/twbkwbis.P_GenMenu?name=bmenu.P_FacMainMnu

File Edit View Favorites Tools Help

Favorites | SUNY Cobleskill General Ed... | SUNY Cobleskill General Ed... | College Accreditation in the ... | Blackboard Learn | SUNY Academic Course Tra...

Main Menu | Select Term or Date Range | Faculty & Advisors Menu x | Page · Safety · Tools ·

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Personal Information | Student Services

Search [_____] Go   RETURN TO MENU   SITE MAP   HELP   EXIT

Faculty Services

Student Information Menu
Term Selection
CRN Selection
Faculty Detail Schedule
Week at a Glance
Midterm Grades
Final Grades
Add or Drop Classes
Look Up Classes
Assignment History
Class Schedule

Done

Student Information Menu provides direct access to advisee information.

Faculty Detail Schedule provides direct access to the faculty schedule and corresponding course rosters.

Both the mid-term and final grades will bring you to worksheets in which you directly enter the student's grades. Access to these is turned on at the appropriate points in the semester.

https://bannerweb.cobleskill.edu/pls/prod/twbkwbis.P_GenMenu?name=bmenu.P_FacStuMnu

File   Edit   View   Favorites   Tools   Help

Favorites | SUNY Cobleskill General Ed...   SUNY Cobleskill General Ed...   College Accreditation in the ...   Blackboard Learn   SUNY Academic Course Tra...

Main Menu   Select Term or Date Range   Faculty & Advisors Stude... ×   Page ▾   Safety ▾   Tools ▾

SUNY Cobleskill

Personal Information   **Student Services**

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
Add or Drop Classes
Academic Transcript
Degree Evaluation
Active Registrations
Registration History
Advisee Listing
View Holds

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Done   Internet   100%

The student information menu provides direct access to your advisee listing. Once you select your advisee listing, there are several options on the page.

From the advisee listing you can e-mail individual advisees, e-mail them as group (ie to announce changes to office hours, remind them of course scheduling times, etc.), view their contact information, schedules, internal transcripts and process new degree evaluations. The student information menu in particular has a wealth of information regarding the individual students in terms of their registration history, contact information, etc.

To get back out to the main menu, select "Return to Menu". Once you are out to the main menu – choose faculty detail schedule.

https://bannerweb.cobleskill.edu/pls/prod/twbkfac.P_FacSched

File   Edit   View   Favorites   Tools   Help

Favorites | SUNY Cobleskill General Ed... | SUNY Cobleskill General Ed... | College Accreditation in the ... | Blackboard Learn | SUNY Academic Course Tra...

Main Menu | Select Term or Date Range | Faculty Detail Schedule ✕ | Page ▾ Safety ▾ Tools ▾

Personal Information | Student Services

Search [   ] Go   RETURN TO MENU   SITE MAP   HELP   EXIT

Faculty Detail Schedule

David Thompson
Fall 2010
Sep 17, 2010 02:26 pm

Mng Multicultural Wrkfrc in Ag - 24411 - AGSC 310 - A

Status:	Active
Available for Registration:	Apr 15, 2010 - Dec 17, 2010
College:	Agriculture & Nat Resources
Department:	Agricultural Science
Part of Term:	1
Course Credits:	3.000
Course Levels:	Lower Division
Campus:	Main
Override:	Yes
Syllabus:	Add
Rosters:	Classlist
Office Hours:	Add

Enrollment Counts

	Maximum	Actual	Remaining
Enrollment:	25	12	13
Cross List:	0	0	0

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	12:00 pm - 12:50 pm	MW	Curtis Mott 106	Aug 30, 2010 - Dec 17, 2010	Lecture	David Thompson (P)

Done   Internet   100%

The faculty detail schedule page will show you each course you are assigned. From here you can access your course roster by choosing either 'enrollment' or 'class list'.

https://bannerweb.cobleskill.edu/pls/prod/bwlkfcwl.P_FacClelistSum?term=2010096&crn=24411

File   Edit   View   Favorites   Tools   Help

Favorites   SUNY Cobleskill General Ed...   SUNY Cobleskill General Ed...   College Accreditation in the ...   Blackboard Learn   SUNY Academic Course Tra...

Main Menu   Select Term or Date Range   Summary Class List   ✕   Page ▾ Safety ▾ Tools ▾

Personal Information Student Services

Search [_____] Go   RETURN TO MENU   SITE MAP   HELP   EXIT

Summary Class List

David Thompson
Fall 2010
Sep 17, 2010 02:28 pm

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

Mng Multicultural Wrkfrc in Ag - AGSC 310 A

CRN:	24411
Duration:	Aug 30, 2010 - Dec 17, 2010
Status:	Active

Enrollment Counts

	Maximum	Actual	Remaining
Enrollment:	25	12	13
Cross List:	0	0	0

Summary Class List

Record Number	Student Name	ID	Reg Status	Level	Credits	Midterm	Grade Detail	
1	Bullis, Ryan J.	▬▬▬	**Registered**	Lower Division	2.000	Enter		✉
2	Burgos, Lisa F.	▬▬▬	**Registered**	Lower Division	2.000	Enter		✉
3	Dawson, Katelyn M.	▬▬▬	**Registered**	Lower Division	2.000	Enter		✉
4	Fallis, Clarissa A.	▬▬▬	**Registered**	Lower Division	2.000	Enter		✉

Internet   100%

From the summary class list (roster) – you can enter grades and access pertinent information about your students by selecting them individually. You can also e-mail your entire class, or an individual student, directly from this screen.

https://bannerweb.cobleskill.edu/pls/prod/bwlkosad.P_FacSelectAtypView?xyz=NjM4Mjc1   Live Search

File Edit View Favorites Tools Help

Favorites SUNY Cobleskill General Ed... SUNY Cobleskill General Ed... College Accreditation in the ... Blackboard Learn SUNY Academic Course Tra...

Main Menu   Select Term or Date Range   View Student Addresses ...   X   Page ▾ Safety ▾ Tools ▾

View Student Addresses and Phones

David Thompson
Sep 17, 2010 02:29 pm

Information for Ryan J. Bullis

Addresses and Phones

Campus Mail Box   **Phones**
Current: Aug 12, 2008 - (No end date) Primary: None Provided
      Bouck Hall Box 184
      107 Schenectady Ave
      Cobleskill, New York   12043

Parents   **Phones**
Current: Jan 18, 2008 - (No end date) Primary: 802-3725466
      5 E Shore N
      Grand Isle, Vermont   05458

Permanent   **Phones**
Current: Dec 21, 2006 - (No end date) Primary: 802-3725466
      5 E Shore North
      Grand Isle, Vermont   05458
      Unknown

On Campus   **Phones**
Current: Aug 01, 2010 - Dec 31, 2010 Primary: 518-2556586
      Pearson Hall 301
      Cobleskill, New York   12043
      Schoharie

[Student Information | Student E-mail Address | Class List | Wait List | Mid-Term Grades | Final Grades | Registration Overrides | Term Selection | Add/Drop]

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