



Student/Faculty Center Self-Service Improvements

At the conclusion of the spring 2009 semester, faculty, advising staff, and students identified 13 top priority issues for improvement in the Student and Faculty Centers in MaineStreet's Campus Solutions. During the summer, all 13 of these issues were addressed and these improvements have now been added to MaineStreet. The changes will be in place at the beginning of the fall 2009 semester.

Improvements such as these will be regularly implemented as the University of Maine System continues to move forward using MaineStreet. These are the first steps in an ongoing process of response to campus end-user needs.

The following information describes each of the 13 improvements made and navigation to the pertinent screens in MaineStreet.

Click on text to view screen shot and navigation.

- For Students:** Prominently display a student's EMPLID on the Student Center. Page 3
- For Students:** Display a student's current program(s), plan(s) and subplan(s) with the appropriate requirement terms for each, current academic standing, current cumulative GPA and Earned Hours, and any degrees already awarded following information in the Student Center and the Student Services Center. Page 4
- For Faculty and Students:** Display additional class search criteria by default. Display General Ed Category search criteria by default. Page 5
- For Faculty:** Add a link in the Faculty Center and the Advisee dropdown menu to the Quick Enroll component. The visibility of the link of the link is determined by a user's security. Pages 6 and 7
- For Faculty:** Add download icon to Advisees list. Page 8
- For Faculty:** Add academic career(s), program(s), plan(s), and academic level (i.e., First Year, Sophomore, etc.) information to Advisees list. Page 9
- For Faculty:** All Cancel/Return buttons within Academic Advisement now return a user to the location within the Advisees List containing the Advisee being reviewed. Page 10
- For Faculty:** Change "Proposed Schedule" to "Wish List" and "Approve Schedule" to "Approve Wish List" at Student Details drop-down menu. Page 11
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For Students: Prominently display a student's EMPLID on the Student Center.

Navigation: Self Service > Student Center

Patricia's Student Center

0099999

Academics

Enrollment
[My Class Schedule](#)
[Wish List](#)
[Add a Class](#)
[Drop a Class](#)

Academic History
[Grades](#)
[Degree Progress](#)
[Academic Summary](#)

other academic... »

Finances

Personal Information

[Demographic Data](#)
[Emergency Contact](#)
[Names](#)
[User Preferences](#)

other personal... »

Contact Information

Your Home Address	Your Mailing Address
123 Home St Portland, ME 04103	123 Home St Portland, ME 04103
Your Home Phone	Your UMS email address
207/999-9999	my.name@maine.edu

SEARCH FOR CLASSES

Message Center
You have no new messages.
[Open Message Center](#)

Holds
No Holds.

To Do List
No To Do's.

Enrollment Dates
[Open Enrollment Dates](#)

Advisor
Program Advisor
None Assigned

UMS Web Links
[WebDSIS](#)
[University of Maine System](#)
[Forward Your @maine.edu Email](#)

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For Students: Display a student's current program(s), plan(s) and subplan(s) with the appropriate requirement terms for each, current academic standing, current cumulative GPA and Earned Hours, and any degrees already awarded following information in the Student Center and the Student Services Center.

Navigation: Self Service > Student Center > Academic Summary
 Campus Community > Student Services Center (Student) > Academic Summary

Academic Summary

Student's Name Here

go to ...  

Institution	University of Maine	Career	Undergraduate
Academic Standing	Good Standing	GPA	3.472
		Earned Hours	84.00
Program	College of Engineering	Program Requirement Term	2008 Fall
Plan	Mechanical Engineering	Plan Requirement Term	2008 Fall
Plan Type	Major		
Program	Non-Degree Undergraduate	Program Requirement Term	2008 Summer
Plan	Non-Degree Undergraduate	Plan Requirement Term	2008 Summer
Plan Type	Major		

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For Faculty and Students: Display additional class search criteria by default. Display General Ed Category search criteria by default.

Navigation: Quick Links on portal > Class Search (and many other ways)

Class Search

[Help](#)



Search for Classes

Select at least 2 search criteria. Click Search to view your search results.

University of Maine | 2009 Fall

Class Search Criteria

Course Subject select subject

Course Number contains

Course Career

Show Open Classes Only
 Show Open Entry/Exit Classes Only

Use Additional Search Criteria to narrow your search results.

Additional Search Criteria

Meeting Start Time greater than or equal to (example: 1:00PM)

Meeting End Time less than or equal to

Day of Week include any of these days

Mon Tues Wed Thurs Fri Sat Su

Instructor Last Name is exactly

Class Nbr (example: 1136)

Course Title Keyword (example: statistics)

Course Component

Session

Mode of Instruction

Location

General Ed Category

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For Faculty: Add a link in the Faculty Center and the Advisee dropdown menu to the Quick Enroll component. The visibility of the link of the link is determined by a user's security.

- Navigation:
- Self Service > Faculty Center
 - Self Service > Faculty Center > Advisement (tab)
 - Self Service > Advisement > View Advisees' Information
 - Self Service > Advisement > Advisement > New/Drop-In Advisees

Jane Doe My Info

[faculty center](#) [advisement](#) [class search](#)

Faculty Center

[Help](#)

2009 Summer | University of Southern Maine [change term](#)

Show all classes Only classes with enrollment View My Weekly Schedule

Class Roster Gradebook Grade Roster Learning Management System

My Teaching Schedule > 2009 Summer > University of Southern Maine

	Class	Class Name	Enrolled	Days and Time	Room	Class Dates
	BIO 111-0001 LEC 1858	Human Anatomy & Physiology I (Lecture)	48	MoWe 12:00PM - 2:45PM	Payson Smith 41 - P	May 18, 2009- Jul 1, 2009
	BIO 345-0001 LEC 1888	Pathophysiology (Lecture)	48	TuTh 1:00PM - 3:45PM	Science Building 165 - P	May 19, 2009- Jul 2, 2009

My Favorite Websites

[EDIT MY FAVORITE WEBSITES](#)


[Faculty Center](#) [Advisement](#) [Class Search](#) [Quick Enroll](#)









See also next page.

Jane Doe

[faculty center](#) [advisement](#) [class search](#) [Help ?](#)

View My Advisees

★ Positive Service Indicator ⓧ Negative Service Indicator  [FERPA Restrictions](#)

Advisement					
Find View 100  First 1-10 of 125 Last					
Advisee		Student Detail			
	Notify	ID	Name		Image Now
1	<input type="checkbox"/>	0099999	Student Name	**Student Details**	 
2	<input type="checkbox"/>	 0099999	Student Name	**Student Details** Academic Information Address	 
3	<input type="checkbox"/>	0099999	Student Name	Approve Wish List Class Schedule Degree Progress Emergency Contacts Enrollment Appointments Grades Quick Enroll Telephone To Do List Transfer Credit Report Unofficial Transcript Wish List	 

[NEW DROP-IN ADVISEES](#)

[NOTIFY ALL ADVISEES](#)

[NOTIFY SELECTED ADVISEES](#)

[Faculty Center](#) [Advisement](#) [Class Search](#) [Quick Enroll](#)

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For Faculty: Add download icon to Advisees list.

Navigation: Self Service > Advisement > View Advisees' Information










John Doe

faculty center advisement class search [Help ?](#)

View My Advisees

★ Positive Service Indicator ⓧ Negative Service Indicator 📄 FERPA Restrictions

Advisement Find | View 100 |  First 1-10 of 125 Last

Advisee		Student Detail			
	Notify	ID	Name		Image Now
1	<input type="checkbox"/>	0099999	Student Name	**Student Details**	
2	<input type="checkbox"/>	ⓧ 0099999	Student Name	**Student Details**	
3	<input type="checkbox"/>	0099999	Student Name	**Student Details**	
4	<input type="checkbox"/>	0099999	Student Name	**Student Details**	
5	<input type="checkbox"/>	ⓧ 0099999	Student Name	**Student Details**	
6	<input type="checkbox"/>	ⓧ 0099999	Student Name	**Student Details**	
7	<input type="checkbox"/>	ⓧ 0099999	Student Name	**Student Details**	
8	<input type="checkbox"/>	0099999	Student Name	**Student Details**	
9	<input type="checkbox"/>	0099999	Student Name	**Student Details**	

[NEW DROP-IN ADVISEES](#) [NOTIFY ALL ADVISEES](#) [NOTIFY SELECTED ADVISEES](#)

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For Faculty: Add academic career(s), program(s), plan(s), and academic level (i.e., First Year, Sophomore, etc.) information to Advisees list.

Navigation: Self Service > Advisement > View Advisees' Information
 Click on **Student Detail** tab

Jane Doe

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[advisement](#)
[class search](#)
[Help ?](#)

View My Advisees

★ Positive Service Indicator
⊘ Negative Service Indicator
📄 FERPA Restrictions

Advisement						Find View 100	First	1-10 of 125	Last
ID	Name	Academic Career	Program(s)	Plan(s)	Academic Level				
1	0099999 Student Name	Undergrad	Arts & Sciences Undergraduate	Biology/Biochemistry	Senior				
2	0099999 Student Name	Undergrad	Non-Degree/Arts & Sciences Undergraduate	Non-Degree/Biology	First Year				
3	0099999 Student Name	Undergrad	Non-Degree Undergraduate/Non-Degree UGrad/Non-Degree/Arts & Sciences Undergradua	Distance Education/Non-Degree Undergraduate/UMS Away Student/Biology	Junior				
4	0099999 Student Name	Undergrad	Arts & Sciences Undergraduate	Biology/Biology	Sophomore				
5	0099999 Student Name	Undergrad	Non-Degree/Distance Education/Arts & Sciences Undergraduate	Non-Degree/Non Degree Distance Education/Biology	Senior				

[NEW DROP-IN ADVISEES](#)
[NOTIFY ALL ADVISEES](#)
[NOTIFY SELECTED ADVISEES](#)

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For Faculty: All Cancel/Return buttons within Academic Advisement now return a user to the location within the Advisees List containing the Advisee being reviewed.

Navigation: Self Service > Advisement > View Advisees' Information
Select **Academic Information** from drop-down menu

Advisee Name

Academic Information

Academic Program			
Institution	University of Southern Maine		
Program	Arts & Sciences Undergraduate		
Degree	Bachelor of Science		
Career	Undergraduate		
Major	Biology		
Emphasis	Human Biology		
Minor	Biochemistry		
Advisor	Advisor Name		
Enrollment Pin	Term:	0910	Pin 47303
	Term:	0920	Pin 75231
CANCEL			

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For Faculty: Change “Proposed Schedule” to “Wish List” and “Approve Schedule” to “Approve Wish List” at Student Details drop-down menu.

Navigation: Self Service > Advisement > View Advisees’ Information

Jane Doe

faculty center advisement class search [Help ?](#)

View My Advisees

★ Positive Service Indicator ⓧ Negative Service Indicator 📄 FERPA Restrictions

Advisement Find | View 100 | First 1-10 of 125 Last

Advisee Student Detail

	Notify	ID	Name		Image Now
1	<input type="checkbox"/>	0099999	Student Name	**Student Details**	
2	<input type="checkbox"/>	ⓧ 0099999	Student Name	**Student Details** Academic Information Address Approve Wish List Class Schedule	
3	<input type="checkbox"/>	0099999	Student Name	Degree Progress Emergency Contacts Enrollment Appointments Grades Quick Enroll Telephone To Do List Transfer Credit Report Unofficial Transcript Wish List	

NEW DROP-IN ADVISEES NOTIFY ALL ADVISEES NOTIFY SELECTED ADVISEES

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For Faculty: Change the Wish List to display all courses by default, instead of showing, for example, the first four of six.

Navigation: Self Service > Advisement > View Advisees' Information > Wish List
 Self Service > Advisement > View Advisees' Information > Approve Wish List

Student Name

[Help ?](#)

Wish List

2009 Fall | Undergraduate | University of Southern Maine [change term](#)

2009 Fall Wish List						
<div style="text-align: center;"> ● Open ■ Closed ▲ Wait List </div>						
First ◀ 1-5 of 5 ▶ Last						
Class	Class Name	Days/Times	Location	Instructor	Units	Status
BUS 361-0001 (1224)	International Marketing (Lecture)	MoWe 1:15PM - 2:30PM	Luther Bonney 326 - p	R. Heiser	3.00	●
BUS 370-0001 (2945)	Management Science (Lecture)	We 4:10PM - 6:40PM	Luther Bonney 510 - p	B. Andrews	3.00	●
BUS 380-0001 (13449)	Advanced Legal Issues In Bus (Lecture)	TuTh 2:45PM - 4:00PM	Luther Bonney 326 - p	J. Houlihan	3.00	●
PHE 303-0001 (2350)	Coaching Basketball (Lecture)	MoWe 8:00AM - 9:15AM	Ice Arena 100 - G	K. Henrikson	3.00	■
PHE 311-0001 (2351)	Coaching and Officiating Socce (Lecture)	MoWe 9:30AM - 10:45AM	Ice Arena 100 - G	L. Petruccelli	3.00	●

Student's wish list has been approved.

[RETURN](#)

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For Faculty: Add instructor name and class meeting times to the Grade Roster header.

Navigation: Curriculum Management > Grading > Grade Roster

Click on **Grade Roster** tab

Grade Roster Type **Grade Roster**

Term:	2009 Spr	Class Nbr:	11574	Introduction to Anthropology	Section:	0001
Session:	Regular	Catalog:	ANT	100	Seq Nbr:	2
Instructor:	John Doe					
Days/Times:	TuTh 03:30 PM-04:45 PM					

Roster Type

Final Grade: Final Grade Posted Display Unassigned Roster Grade Only

Approval Status: Approved

ID	Name	Roster Grade	Official Grade	Career	Grading Basis	Final Roster Status	RD Option	Designation	Detail	Note
1 0099999	Student Name	A	A	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
2 0099999	Student Name	B-	B-	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
3 0099999	Student Name	A	A	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
4 0099999	Student Name	B+	B+	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
1 0099999	Student Name	A	A	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
2 0099999	Student Name	B-	B-	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
3 0099999	Student Name	A	A	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
1 0099999	Student Name	A	A	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
2 0099999	Student Name	B-	B-	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note
3 0099999	Student Name	A	A	Undergrad	Graded	Posted	Yes	Behavioral Science Requirement	Detail	Note

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For Faculty: Change the instructor's weekly schedule to show schedule for the current week. Add final exams to weekly schedule.

Navigation: Self Service > Faculty Center

Jane Doe

faculty center

advisement

class search

Faculty Center

View My Weekly Schedule

[Help](#) ?

Show Week of

08/31/2009

31

Start Time

8:00AM

End Time

9:00PM

REFRESH CALENDAR

< PREVIOUS WEEK

NEXT WEEK >

Time	Monday Aug 31	Tuesday Sep 1	Wednesday Sep 2	Thursday Sep 3	Friday Sep 4	Saturday Sep 5	Sunday Sep 6
8:00AM							
9:00AM							
10:00AM							
11:00AM							
12:00PM							
1:00PM		BIO 345 - 0001 Lecture 1:15PM - 2:30PM Masterton 113		BIO 345 - 0001 Lecture 1:15PM - 2:30PM Masterton 113			
2:00PM	BIO 111 - 0002 Lecture 2:45PM - 4:00PM Science Building 165		BIO 111 - 0002 Lecture 2:45PM - 4:00PM Science Building 165				
3:00PM							
4:00PM		BIO 111 - 0003 Lecture 4:10PM - 5:25PM Masterton 113		BIO 111 - 0003 Lecture 4:10PM - 5:25PM Masterton 113			
5:00PM	EYE 107 - 0001 Lecture 5:35PM - 6:50PM Luther Bonney 241		EYE 107 - 0001 Lecture 5:35PM - 6:50PM Luther Bonney 241				
6:00PM							
7:00PM							
8:00PM							
9:00PM							

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For Faculty: Add Enrollment PIN to the Academic Information drop-down menu option.
Navigation: Self Service > Advisement > View Advisees' Information
Select **Academic Information** from drop-down tab

Advisee Name
Academic Information

Academic Program			
Institution	University of Southern Maine		
Program	Arts & Sciences Undergraduate		
Degree	Bachelor of Science		
Career	Undergraduate		
Major	Biology		
Emphasis	Human Biology		
Minor	Biochemistry		
Advisor	Advisor Name		
Enrollment Pin	Term:	0910	Pin 47303
	Term:	0920	Pin 75231
CANCEL			

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For Faculty: Add Student's Advisor to the Academic Information drop-down menu option.

Navigation: Self Service > Advisement > View Advisees' Information
Select **Academic Information** from drop-down tab

Advisee Name

Academic Information

Academic Program			
Institution	University of Southern Maine		
Program	Arts & Sciences Undergraduate		
Degree	Bachelor of Science		
Career	Undergraduate		
Major	Biology		
Emphasis	Human Biology		
Minor	Biochemistry		
Advisor	Advisor Name		
Enrollment Pin	Term:	0910	Pin 47303
	Term:	0920	Pin 75231
CANCEL			

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