

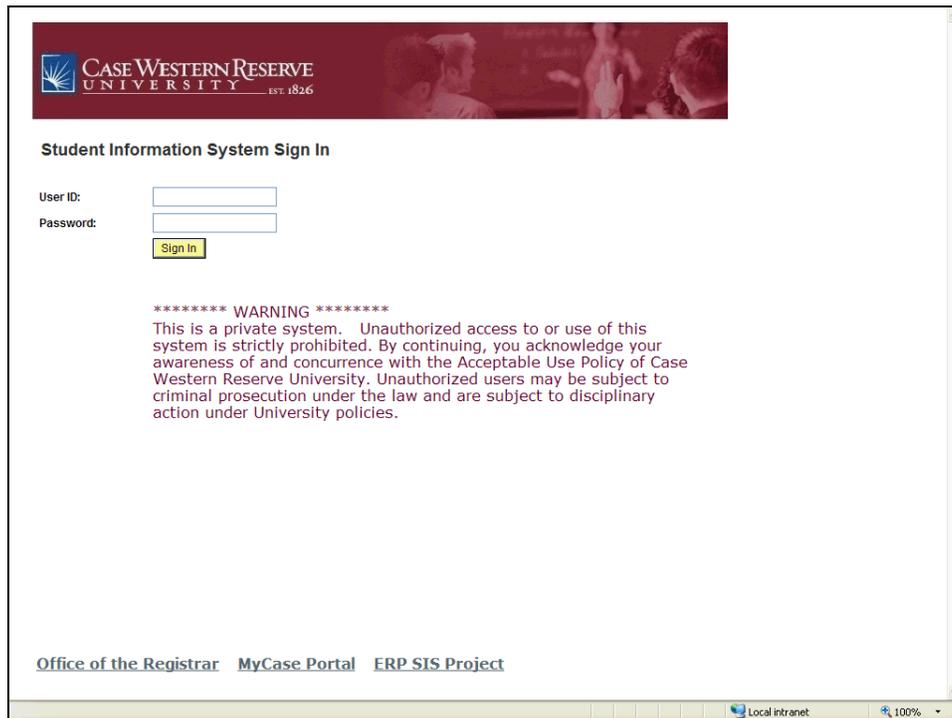
Course History

Concept

This document demonstrates locating and reading the Course History screen, which displays all the courses that a student has completed, is currently taking, or has transferred to Case Western Reserve University.

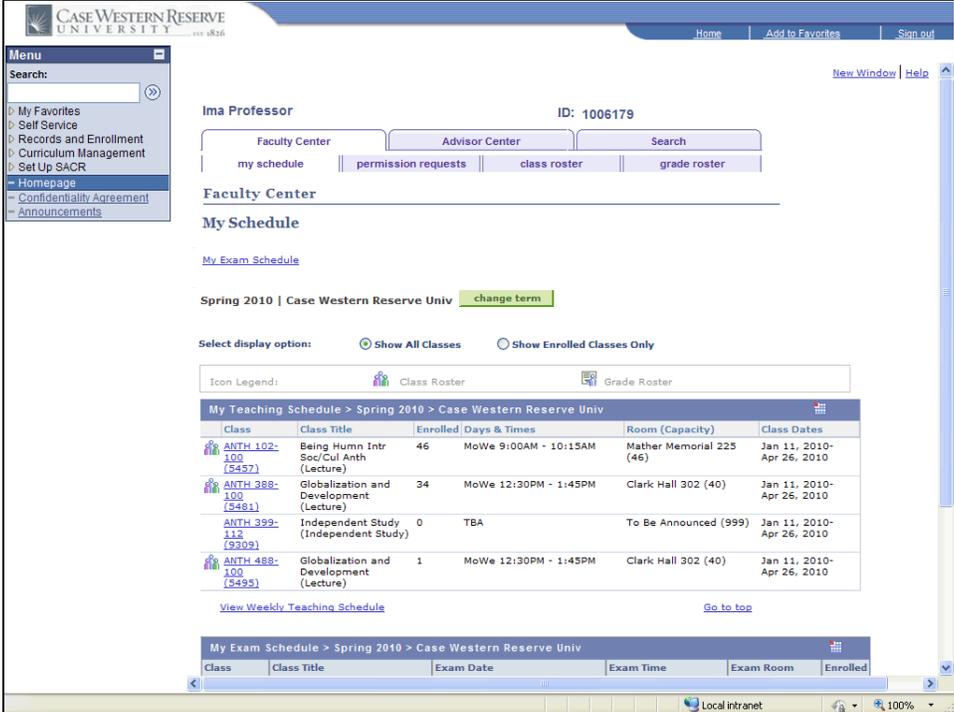
Procedure

Use these directions to locate and view an advisee's Course History screen.



Step	Action
1.	On the Student Information System Sign In page, enter your Case Network ID into the User ID field.
2.	Enter the associated password into the Password field.
3.	Click the Sign In button. 

Course History



Faculty Center ID: 1006179

my schedule | permission requests | class roster | grade roster

Faculty Center

My Schedule

[My Exam Schedule](#)

Spring 2010 | Case Western Reserve Univ [change term](#)

Select display option: Show All Classes Show Enrolled Classes Only

Icon Legend: Class Roster Grade Roster

My Teaching Schedule > Spring 2010 > Case Western Reserve Univ

Class	Class Title	Enrolled	Days & Times	Room (Capacity)	Class Dates
ANTH 102-100 [5457]	Being Humn Intr Soc/Cul Anth (Lecture)	46	MoWe 9:00AM - 10:15AM	Mather Memorial 225 (46)	Jan 11, 2010-Apr 26, 2010
ANTH 288-100 [5481]	Globalization and Development (Lecture)	34	MoWe 12:30PM - 1:45PM	Clark Hall 302 (40)	Jan 11, 2010-Apr 26, 2010
ANTH 399-112 [9309]	Independent Study (Independent Study)	0	TBA	To Be Announced (999)	Jan 11, 2010-Apr 26, 2010
ANTH 488-100 [5495]	Globalization and Development (Lecture)	1	MoWe 12:30PM - 1:45PM	Clark Hall 302 (40)	Jan 11, 2010-Apr 26, 2010

[View Weekly Teaching Schedule](#) [Go to top](#)

My Exam Schedule > Spring 2010 > Case Western Reserve Univ

Class	Class Title	Exam Date	Exam Time	Exam Room	Enrolled
[Empty Exam Schedule Table]					

Step	Action
4.	<p>The Faculty Center appears.</p> <p>Click the Advisor Center tab.</p> <p>Advisor Center</p>

IMA Professor

Faculty Center | Advisor Center | Search

my advisees | student center | general info | academics

My Advisees

[View FERPA Statement](#)

Select display option: Link to Photos Include photos in list

Program Filter: [apply filter\(s\)](#)

Plan Filter:

Level Filter:

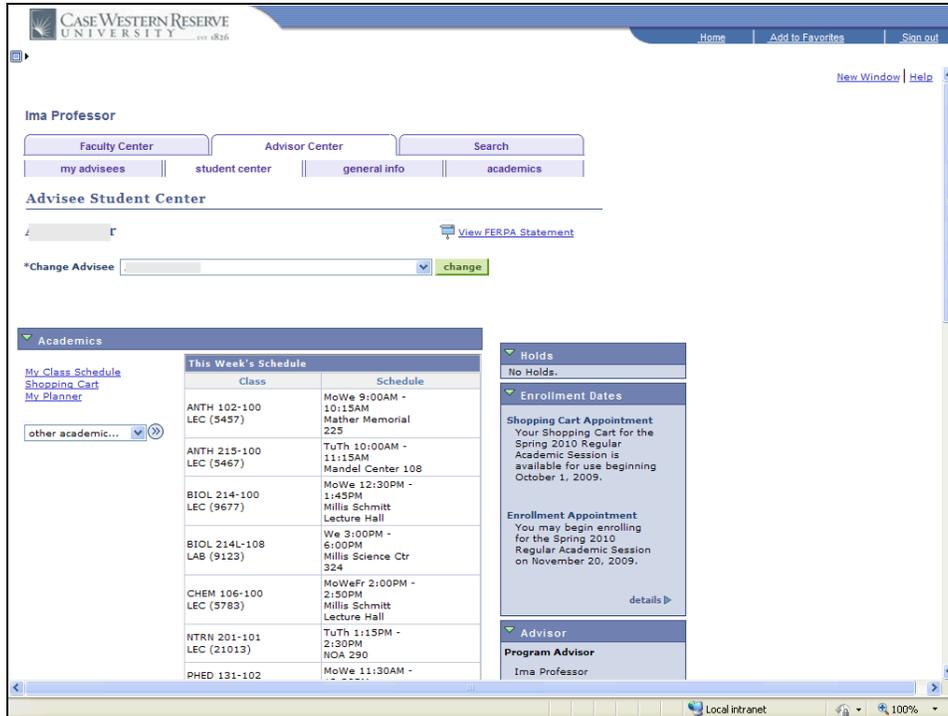
Notify	Photo	ID	Name	Program and Plan	Level	Exp Grad Term	View Student Details
1		2	[REDACTED]	Arts & Sciences Undergraduate - Anthropology (BA)/Pre-Health	1st Year	Spring 2013	View Student Details
2		7	[REDACTED]	Arts & Sciences Undergraduate - Anthropology (BA)/Pre-Health	Sophomore	Spring 2013	View Student Details
3		5	[REDACTED]	Arts & Sciences Undergraduate - Anthropology (BA)/Pre-Health	Junior	Spring 2012	View Student Details
4		2	[REDACTED]	Arts & Sciences Undergraduate - Anthropology (BA)/Pre-Health/Political Science (BA)/Evolutionary Biol (BA-2nd Maj)	Junior	Spring 2012	View Student Details

[notify selected advisees](#) [notify all advisees](#)

Faculty Center | Advisor Center | Search

Step	Action
5.	<p>The Advisee Roster appears.</p> <p>Locate the student whose Course History you wish to view and click the View Student Details link.</p> <p>View Student Details</p>

Course History



The screenshot shows the 'Advisee Student Center' for 'Ima Professor'. It includes a navigation menu with 'Faculty Center', 'Advisor Center', and 'Search'. Below this are tabs for 'my advisees', 'student center', 'general info', and 'academics'. The 'Academics' section is expanded, showing a 'This Week's Schedule' table with columns for 'Class' and 'Schedule'. The table lists several courses including ANTH 102-100, ANTH 215-100, BIOL 214-100, BIOL 214L-108, CHEM 106-100, NTRN 201-101, and PHED 131-102. To the right of the schedule are sections for 'Holds', 'Enrollment Dates', and 'Advisor'.

Class	Schedule
ANTH 102-100 LEC (5457)	MoWe 9:00AM - 10:15AM Mather Memorial 225
ANTH 215-100 LEC (5467)	TuTh 10:00AM - 11:15AM Mandel Center 108
BIOL 214-100 LEC (9677)	MoWe 12:30PM - 1:45PM Millis Schmitt Lecture Hall
BIOL 214L-108 LAB (9123)	We 3:00PM - 6:00PM Millis Science Ctr 224
CHEM 106-100 LEC (5783)	MoWeFr 2:00PM - 2:50PM Millis Schmitt Lecture Hall
NTRN 201-101 LEC (21013)	TuTh 1:15PM - 2:30PM NOA 290
PHED 131-102	MoWe 11:30AM - ...

Step	Action
6.	<p>The advisee's Student Center appears.</p> <p>Click on the Other Academic... dropdown list.</p> 

The screenshot shows the 'Advisee Student Center' for 'Ima Professor'. The 'Academics' section is expanded, showing a 'This Week's Schedule' table with the following data:

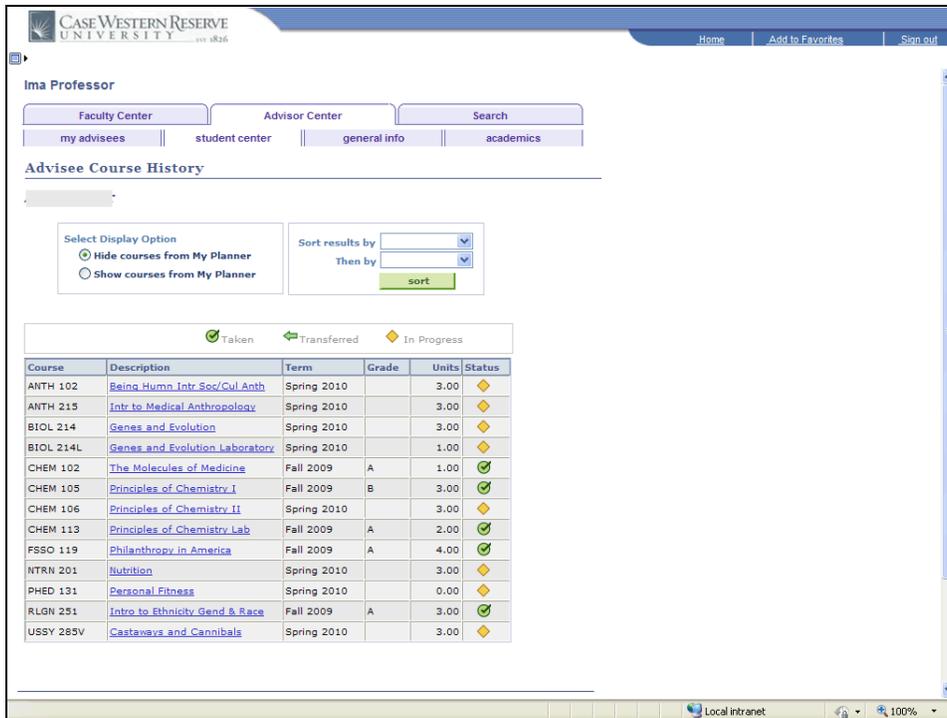
Class	Schedule
ANTH 102-100 LEC (5457)	MoWe 9:00AM - 10:15AM Mather Memorial 225
ANTH 215-100 LEC (5467)	TuTh 10:00AM - 11:15AM Mandel Center 108
BIOL 214-100 LEC (9677)	MoWe 12:30PM - 1:45PM Millis Schmitt Lecture Hall
BIOL 214L-108 LAB (9123)	We 3:00PM - 6:00PM Millis Science Ctr 224
CHEM 106-100 LEC (5783)	MoWeFr 2:00PM - 2:50PM Millis Schmitt Lecture Hall
NTRN 201-101 LEC (21013)	TuTh 1:15PM - 2:30PM NOA 290
PHED 131-102	MoWe 11:30AM - ...

Step	Action
7.	Click the Course History list item. <div style="border: 1px solid black; padding: 2px; display: inline-block;">Course History</div>

This screenshot is identical to the one above, but the 'Course History' item in the left-hand 'Academics' menu is highlighted with a blue background and a mouse cursor is hovering over it.

Course History

Step	Action
8.	Click the Go button. 



Advisee Course History

Select Display Option
 Hide courses from My Planner
 Show courses from My Planner

Sort results by [dropdown]
 Then by [dropdown]

Taken
 Transferred
 In Progress

Course	Description	Term	Grade	Units	Status
ANTH 102	Being Humn Inr Soc/Cul Anth	Spring 2010		3.00	
ANTH 215	Intr to Medical Anthropology	Spring 2010		3.00	
BIOL 214	Genes and Evolution	Spring 2010		3.00	
BIOL 214L	Genes and Evolution Laboratory	Spring 2010		1.00	
CHEM 102	The Molecules of Medicine	Fall 2009	A	1.00	
CHEM 105	Principles of Chemistry I	Fall 2009	B	3.00	
CHEM 106	Principles of Chemistry II	Spring 2010		3.00	
CHEM 113	Principles of Chemistry Lab	Fall 2009	A	2.00	
FSSO 119	Philanthropy in America	Fall 2009	A	4.00	
NTRN 201	Nutrition	Spring 2010		3.00	
PHED 131	Personal Fitness	Spring 2010		0.00	
RLGN 251	Intro to Ethnicity, Gend & Race	Fall 2009	A	3.00	
USSY 285V	Castaways and Cannibals	Spring 2010		3.00	

Step	Action
9.	<p>The Advisee Course History screen appears. All courses that the student has taken, is currently taking, or has transferred are listed.</p> <p>Displayed are columns for Course, Description, Term, Grade, Units, and Status. The Status column uses the legend at the top of the page.</p>



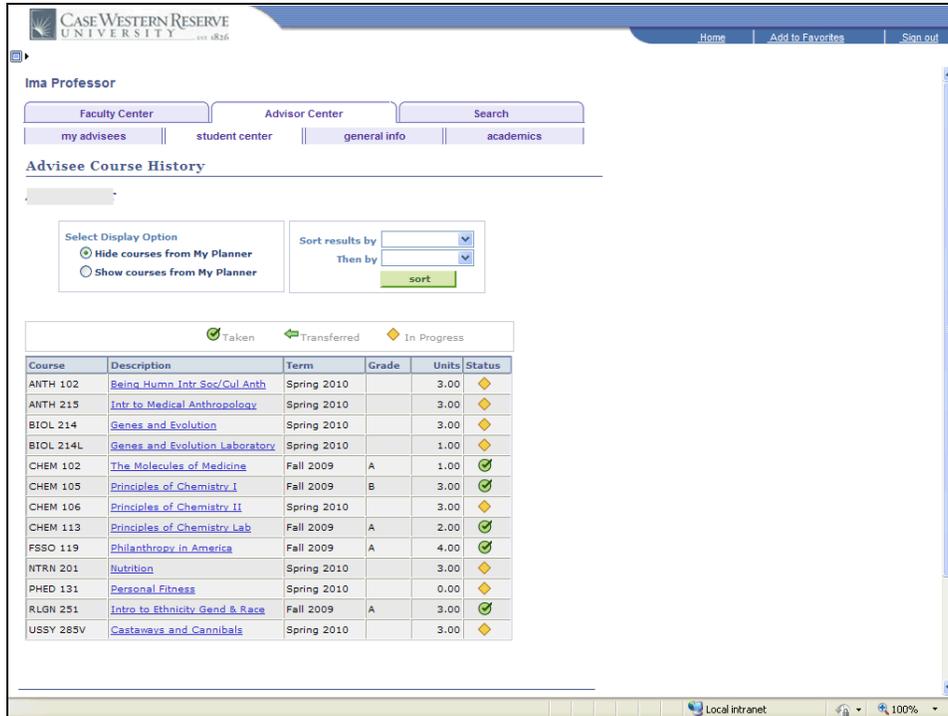
The following legend appears on the Course History screen:

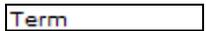


Taken: the student has completed this course and has been assigned a grade, or has withdrawn from the course (indicated by a grade of W or WD).

Transferred: the student transferred credit from another institution (indicated by a grade of TR), submitted Advanced Placement (indicated by a grade of AP), or took a Case Proficiency test (indicated by a grade of PR) and was given credit for completing this course.

In Progress: the student is currently enrolled in this course.



Step	Action
10.	By default, courses are listed alphabetically by subject area and catalog number in the Course column. Click the Sort results by dropdown list to select a different sort order for the Course History. 
11.	Select the appropriate sort order. For example, click the Term list item. 
12.	Click the Sort button. 
13.	The classes reorder by the selected sort order.
14.	Click the Then by list to select a secondary sort order. 
15.	Select the appropriate secondary sort order. For example, click the Grade list item. 
16.	Click the Sort button. 
17.	The courses reorder again to match the primary sort criterion, followed by the secondary sort criterion.

Course History



Case Western Reserve University

Home Add to Favorites Sign out

Select Display Option
 Hide courses from My Planner
 Show courses from My Planner

Sort results by Term
 Then by Grade
 sort

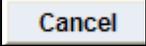
Taken
 Transferred
 In Progress

Course	Description	Term	Grade	Units	Status
CHEM 113	Principles of Chemistry Lab	Fall 2009	A	2.00	<input checked="" type="checkbox"/>
FSSO 119	Philanthropy in America	Fall 2009	A	4.00	<input checked="" type="checkbox"/>
CHEM 102	The Molecules of Medicine	Fall 2009	A	1.00	<input checked="" type="checkbox"/>
RLGN 251	Intro to Ethnicity, Gen'd & Race	Fall 2009	A	3.00	<input checked="" type="checkbox"/>
CHEM 105	Principles of Chemistry I	Fall 2009	B	3.00	<input checked="" type="checkbox"/>
ANTH 102	Being Humn Intr Soc/Cul Anth	Spring 2010		3.00	<input type="checkbox"/>
BIOL 214L	Genes and Evolution Laboratory	Spring 2010		1.00	<input type="checkbox"/>
CHEM 106	Principles of Chemistry II	Spring 2010		3.00	<input type="checkbox"/>
ANTH 215	Intr to Medical Anthropology	Spring 2010		3.00	<input type="checkbox"/>
NTRN 201	Nutrition	Spring 2010		3.00	<input type="checkbox"/>
PHED 131	Personal Fitness	Spring 2010		0.00	<input type="checkbox"/>
BIOL 214	Genes and Evolution	Spring 2010		3.00	<input type="checkbox"/>
USSY 285V	Castaways and Cannibals	Spring 2010		3.00	<input type="checkbox"/>

[Faculty Center](#)
 [Advisor Center](#)
 [Search](#)
[My Advisees](#)
[Student Center](#)
[General Info](#)
[Academics](#)

Cancel

Local intranet 100%

Step	Action
18.	Click the Cancel button to return to the Student Center screen. 
19.	This completes the process of viewing the Course History page. End of Procedure.