

Welcome to My Portal

UTT's Online Student Campus

• Revised 2013-10-15



Myportal - The Home Page

The Home page consist of five (5) tabs:

- Home
- Advising
- Campus Life
- Admissions
- My Pages

The home page also contains four portlets :

- Public page
- Campus Resources
- Newsfeed

Campus Announcement



The page also contains links to the UTT Internet Site (utt.edu.tt) and to the UTT Intranet Site (my.u.tt).



Personal Information

This page allows students to change their password as well as review/change their personal information.

- 1. Click on personal info (located at top of page)
- 2. Click on the Account Info Tab. Confirm your email address. This email address is used by Portal.
- 3. Click on Password Tab to change your password.
- 4. Click on the Biographical Info Tab to review/change your personal info.

Velcome back Mr	. Wendell O'	'NEIL (Site Manag	ger Personal Info	Logout)						
Home Welcom	e Emergene	cy Contact Acad	emics JICS Adr	nins Students	5 Faculty	Campus Life	Admissions	Alumni	Finances	Employee Info
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You will see	the change to	your preferred nan	ne online immediate	ely, but it will nee	ed to be rev	viewed before it is	s recorded offici	ally. Note th	hat this char	nge affects only y
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Student Page

The Student page contains two portlets Student Schedule & Course Schedule. The page links to other portlets namely Advising, Registration and Business Office.

Student may also use the link on the Course Schedules portlets to conduct course searches and to Add/Drop Courses providing the Add/Drop period has not passed.





Student Page – Course Search Portlet

The Course Search portlet allows the Student to conduct course searches by selecting a number of criteria and clicking the search button.





Student Page – Course Search Portlet

The Course Search returns a listing of the available Course Sections at the Student's Campus. The Student can select the required course by clicking on the add box next to the course. Clicking the Add Course button registers the student for the particular course/s

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Student Schedule Course Schedules	<u>Course Schedules</u> - Results										S ?
Advising Registration	Add/Drop > > Course Search > Resul	lts									
uick Links	Search Again Term: 20	11-2012 Academic Year-Term	3 -	Division: All	•		Search	Other previo	ously selected sear	ch criteria still apply.	
My Pages	Add Course Code	Name		Faculty	Seats Open	Status	Sch	edule	Credits	Begin Date	End Date
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	HMGT 5 002 OM 88	Fundamentals of			981/999	0	H 12:30 PM-4	:00 PM	3.00	05/01/2012	07/31/2012
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	MGMT 6 006 OM 99	Business Plan			983/999	0			10.00	05/01/2012	07/31/2012
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	Add Courses										
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Student Page – Add/Drop Portlet

The Add/Drop Link on the Course Schedule Portlet opens the Add/Drop Courses Portlet. This portlet displays a list of the courses the student has already been registered for and allows the student to add courses by searching for the course offering by code and section.

Welcome back Test STUDE	Π (Personal Info Logout.)
Home Students Campu	s Life Admissions My Pages
Students	Students Printer
Student Schedule Course Schedules	Course Schedules - Add/Drop Courses
Advising	Add/Drop > > Add/Drop Courses
<u>Registration</u> <u>Business Office</u>	Add/Drop
Quick Links B My Pages UTT Homepage UTT Intranet Search	Term: 2011-2012 Academic Year-Term 3 Division: All Add Period Open / Drop Period Open You are currently registered for 6 credits. Add by Course Code Course Search To add courses, enter the course code (e.g. ART101) and section code (e.g. A), for up to six courses. if you do not know the course or section codes you need, use the course search tab above. Course Code: Section: 1. 2. 3. 4. 5. 6.
	Add Course(5) Add Course(5) Your Schedule (Registered) Lacation Credits © ENVR.6 002.00.01 Environmental B T 5:00 PM - 8:00 O'Meara Campus 3.00 © ENVR.6 003.00.01 Environmental L H 5:00 PM - 8:00 O'Meara Campus 3.00 Drop Selected Courses Drop Selected Courses Drop Selected Courses



Student Page – Student Schedule

The Student Schedule Portlet facilitates the production of course Timetables. Selecting the Term and clicking the search button generates an online version of the course schedule. A link to a PDF format of the schedule is also on the page.





Student Page – Business Office Portlet

The page contains two links in the My Account Info Portlet. The My Account Balance link opens the portlet which displays any outstanding amounts. The Course Fee and Statement links provides student with the facility to view and print





Student Page

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You are here: Students > Regis	stration > Default Page					
Registration Default Page	Registration	mation (N 62	문 Printer Friendly			
Sudamic Analysis Ethnicity and Race Portlet GPA Protection Student Requests Student Requests Unofficial Transcript Quick Links My Pages UTT Intranet Search	Faculty Adviso	rs: Valarie STOUTE, Derrick BALLADIN	Student Schedule > Student Schedule Course Schedule for Test STUDENT E			
	Intended Majo	rs: MSc in Environmental Science and Management	View Details 2011-2012 Academic Year-Term 3 - All Divisions Course Title Meets			
	Ethnicity and R We need to gath information below	ce Portlet 🛛 🖏 ethnicity and race data about all of our users to comply with a Federal regulation. Please enter your	ENVR 6 002 OM 01 Environmental B T -5:00 PM - 8:00 ENVR 6 003 OM 01 Environmental L H -5:00 PM - 8:00 CDA Restoration			
	Citizenship		Please select a Division for which to calculate your projected GPA.			
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	Ethnicity and R	ace	Division: Masters			
	Ethnicity:	Select one (Required) O Hispanic/Latino (? <u>More Info</u>) O Not Hispanic/Latino (? <u>More Info</u>)	View Unofficial Transcript			
	Race:	Select one or more (Required) American Indian or Alaska Native (<mark>?_More Info</mark>) Asian (<mark>?_More Info</mark>)				



GPA Prediction

The GPA Projection portlet allows the student to predict their GPA based on the grades received for the courses for in the current semester/term.

Welcome back Test STUDENT (Personal Info Logout.)										
You are here: Students > Regist	ration > Default Page										
Registration Default Page	Registration										
<u>Academic Information</u>	GPA Projection										
Ethnicity and Race Portlet	GPA Projection for: Test STUDENT										
<u>GPA Projection</u>											
Grade Report Student Requests	Please select a Division for which to calculate your projected GPA.										
Student Schedule											
Unofficial Transcript	Division: Masters 1										
Quick Links	Current Term Projection GPA Calculator										
My Pages											
UTT Homepage	Charger CBA: 0.0000										
UTT Intranet	Carece Gradite: 0.000 The Career values displayed here include any graded courses listed below.										
Search											
	Uncheck the Include checkbox for any un-graded courses you do not wish to include in the projection. For each of the remaining un-graded courses, enter a projected grade and press the Create Projection button. A career GPA estimate will be calculated based on your current career GPA (displayed above) and the grades you provide. Also, a GPA will be calculated for just the selected courses. Note: GPA projection does not take into account repeat logic for repeat courses or for courses that do not count for graduation										
	Course List										
	Include Course Title Credits * Projected Grade										
	Ierri: 2017-2012 Academic Year-Ierri 3										
	ENVER 6 002 OF 01 Environmental B 3:00 Select a Grade Formation Select a Grade										
	* The Credits column will contain attempted credits for un-graded courses and earned credits for graded courses.										
	Create Projection Reset										



Advising Home Page

This page contains portlets which allow the student to view meetings with Advisors, conduct Degree Audits and review course needs.



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Advising - Course Needs Portlet



Home Students Campus Life Admissions My Pages

You are here: Students > Advising > Default Page

Advising Default Page	Advising	Printer Friendly					
<u>Advisor Meetings</u>	Course Needs - Program Requirements						
<u>Course History</u> <u>Course Needs</u>	Course Needs > Program Requirements						
• Degree Audit Portlet							
Quick Links	Listed below are the requirements which must be satisfied for successful completion of the MSc in Environmental Science and Management program. To view the specific course needs for each program requirement, click on the requirement.						
🗄 My Pages							
UTT Homepage	Requirement Description Needed Earned M0000 MSc in Environmental Scie Image: Control of the science Image: Control of the science Image: Control of the science						
UTT Intranet	TRCR036 Tot. Req. Credits: 36						
	OPEN Open Electives						
	Advising Worksheet						

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Advising - Course Needs

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Home Students Campus L	ife Admissions My Pages					
You are here: Students > Advi	sing > Default Page					
Advising Default Page	Advising					
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<u>Course History</u> <u>Course Needs</u> <u>Degree Audit Portlet</u>	<u>Course Needs</u> > Main testing page					
Quick Links	Requirements Summany					
My Pages UTT Homepage UTT Jotropot	Name MSc in Environmental Scie Tot. Req. Credits: 36	me Status onmental Scie X Not Met dits: 36 X Not Met				
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