Welcome to My Portal

UTT's Online Student Campus

Revised 2013-10-15
Myportal - The Home Page

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

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.

[Image of GPA Projection portlet]

- GPA Projection
  - GPA Projection for: Test STUDENT
  - Please select a Division for which to calculate your projected GPA.
    - Division: Masters 1
  - Current Term Projection
    - Career GPA: 0.0000
    - Career Credits: 0.00
  - 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]
- Term: 2011-2012 Academic Year-Term 3
  - ENVR 6 002 OM 01 Environmental B 3.00 Select a Grade
  - ENVR 6 003 OM 01 Environmental L 3.00 Select a Grade

* The Credits column will contain attempted credits for un-graded courses and earned credits for graded courses.
**Advising Home Page**

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

- MSc in Environmental Science: Not Met
- Tot. Req. Credits: 36: Not Met
- Open Electives: Not Met

Click here to view the course needs for Test STUDENT.