



Web Advisor Guide

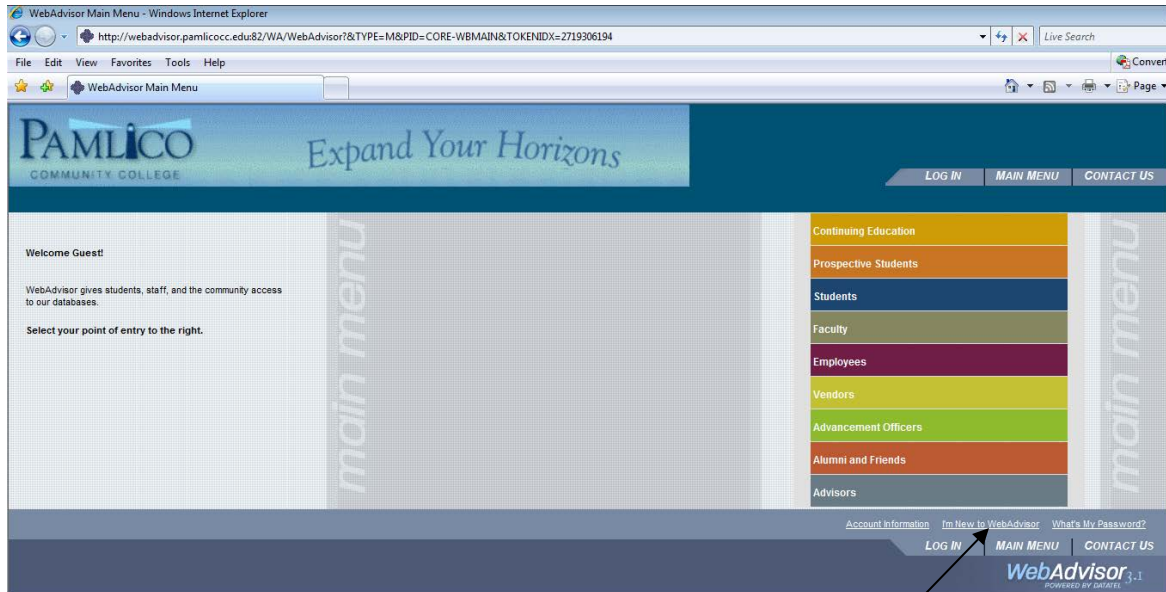
LOGIN:

Start a web Browser (Internet Explorer) and go to <https://webadvisor.pamlicocc.edu/WA/WebAdvisor>

You can access Web Advisor anywhere in the world that you have access to the internet.

You can get to this link from a shortcut from Campus Cruiser or Moodle. On Campus Cruiser, the link is under Bookmarks on the Main Campus Tab. There is also a link on the College's Main Web Page <http://www.pamlicocc.edu/>

Here is the screen you should see:



From here you need to either logon, or get access. Since you have never accessed Web Advisor, click on I'm new to WebAdvisor

This screen will appear:

Read this screen. It details the steps for creating your login

New to WebAdvisor

Follow these four steps to log in for the first time.

1. Get your user ID
2. Reset your password
3. Check your e-mail to receive your password.
4. Log in

Click OK to proceed to step 1

Click on OK

On this screen, enter your last name and either your SSN or College ID# and click submit

Your College ID # is printed on the bottom of your college ID card

The next screen will show you your user ID. It is the same as Campus Cruiser.

Select an e-mail address

Here you need to click the dropdown arrow to select your email.

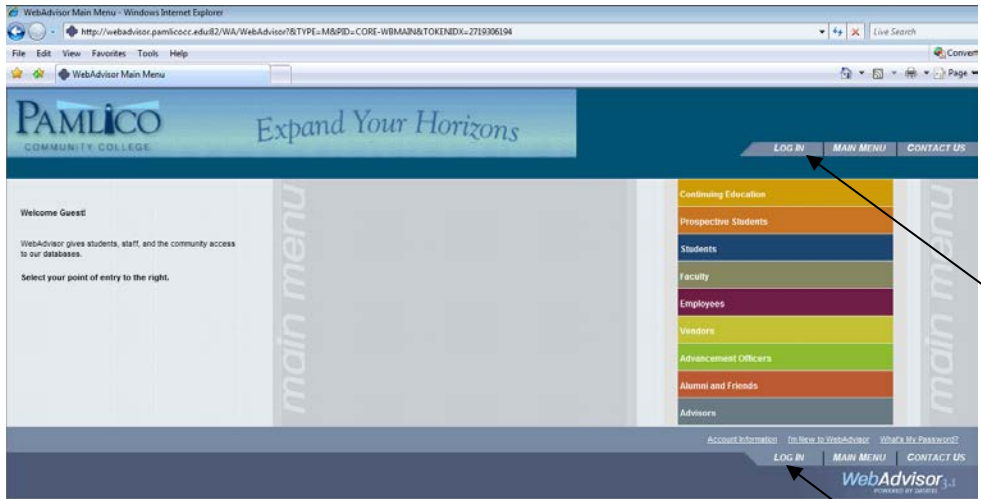
Then click submit.

We recommend you use your Campus Cruiser email for this.

If you do not have an email address listed here or if it is incorrect, please contact Student Services to have them correct this.

Computer Services can offer help in other areas if needed. If you send us an email, please tell us who you are, what your problem is, and how to get in touch with you (email, phone #, ...)

In about 5 minutes, you will receive an email from WebAdvisor with your temporary password.



Once you have your login and password return to the main page and click on Login:

Log In

User ID:

Password:

Show Hint:

SUBMIT

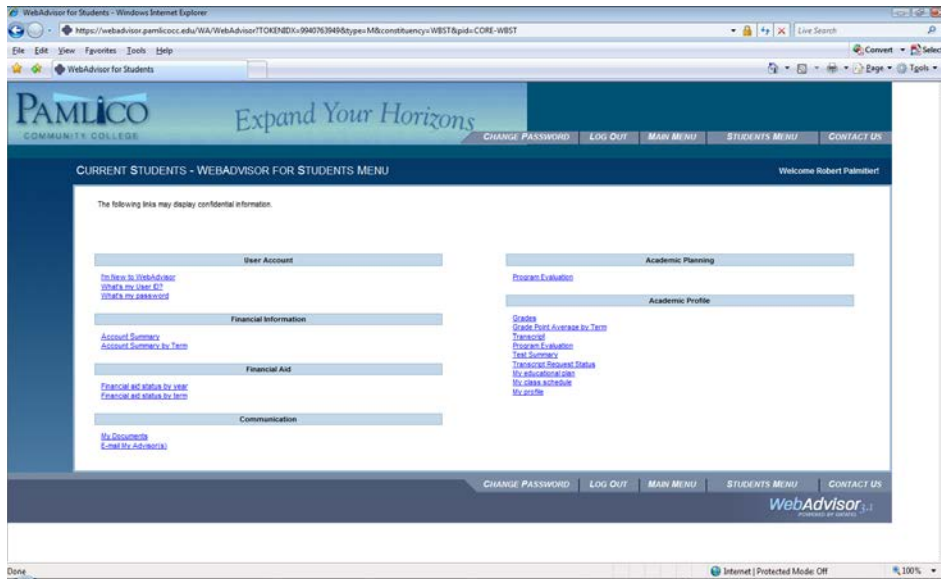
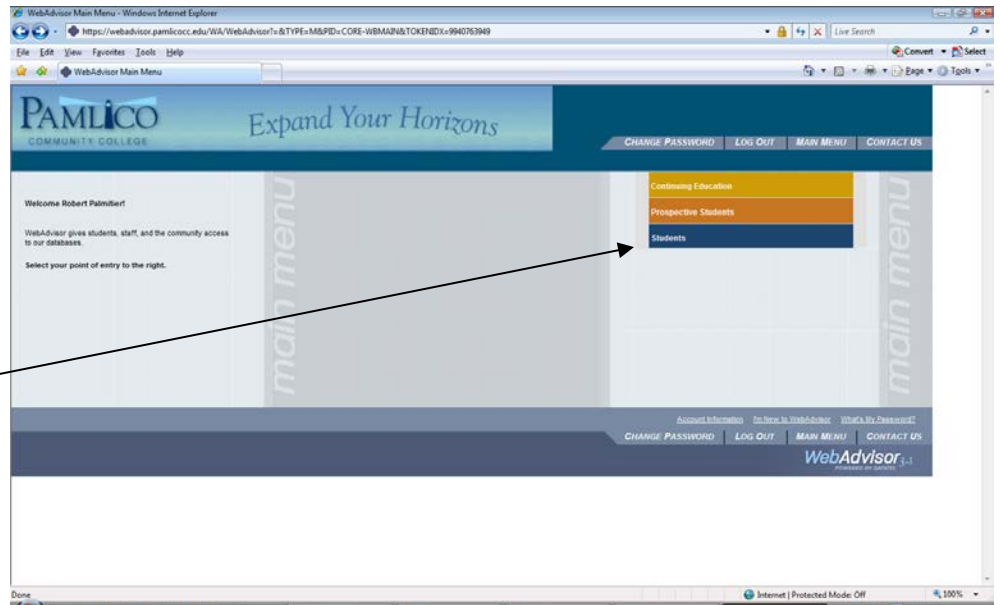
Enter your user name and password.

Click Submit

Since this was a temp password (your first time login) you will be prompted to change your password. Enter a new password and hint to help remember that password. Passwords must contain numbers and letters.

Here is the screen you will see after login:

Select Students from the Menu

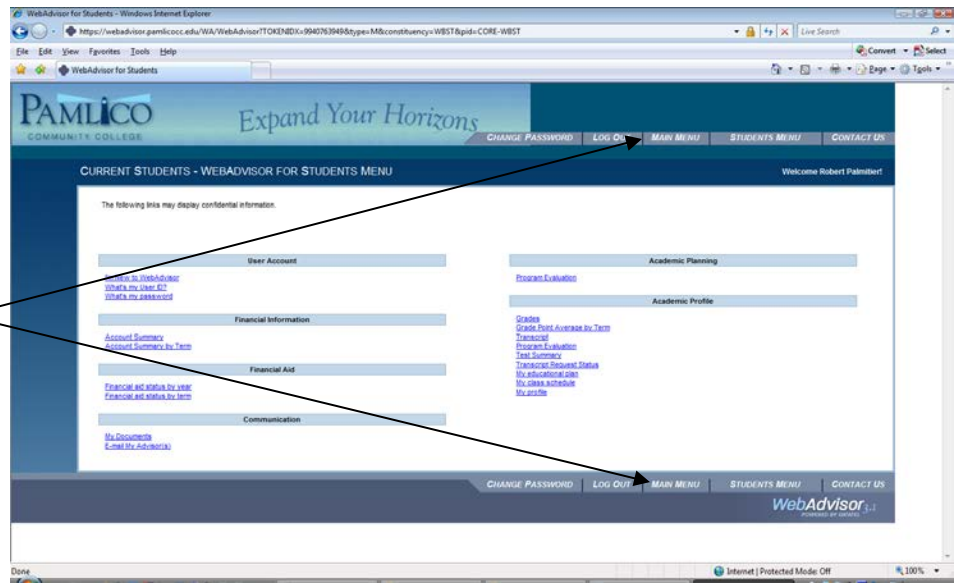


From here, you can get access to your schedule, grades, Transcripts (unofficial), etc.

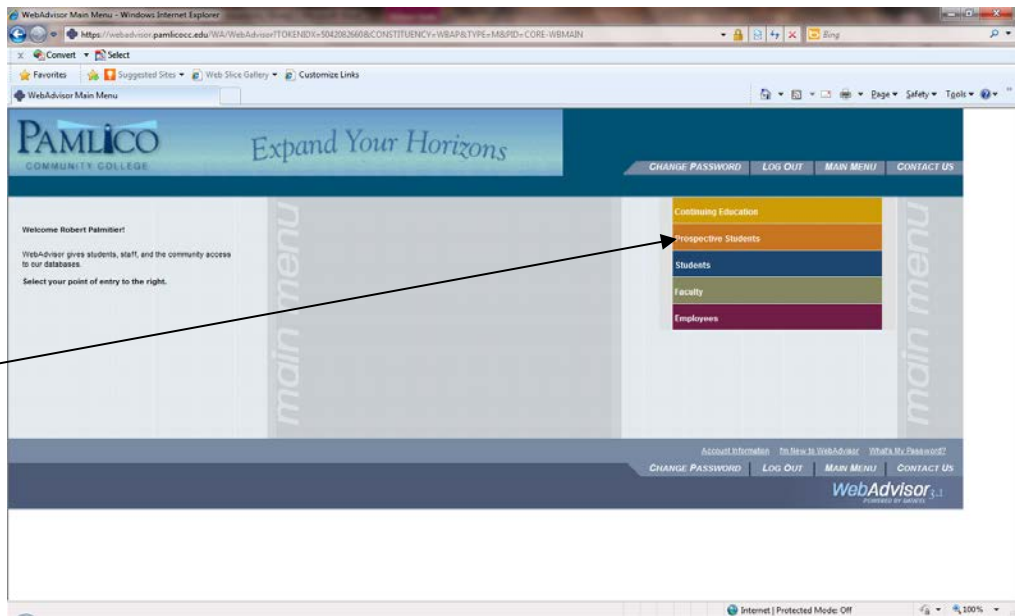
You can even evaluate where you are in your program of study

Financial Information, Financial Aid and Documents, and Online registration are not set up yet.

Return to the Main Menu



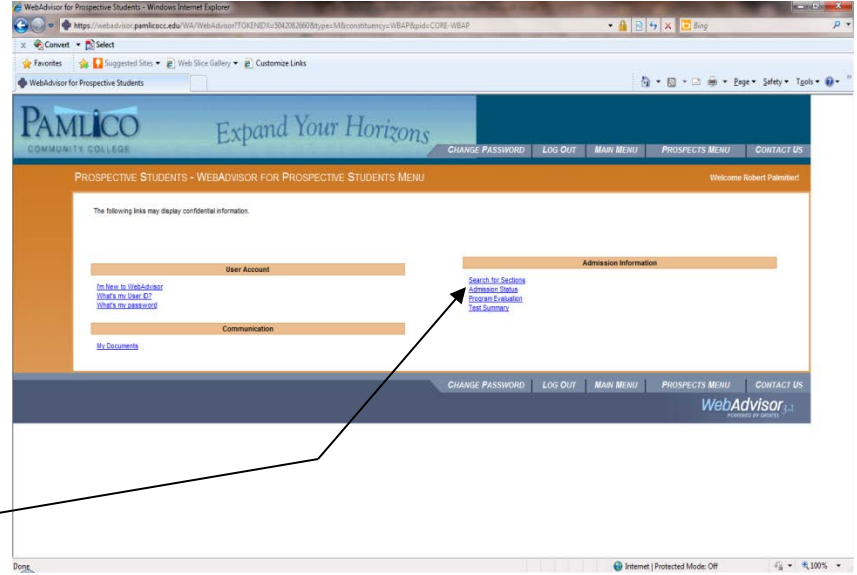
From here select Prospective Students



On this screen, you can access a schedule of classes being offered at Pamlico Community College.

Once the College establishes its schedule for next Semester, you can plan your next classes

Click on Search for Sections



This screen will allow you to search for classes based on:

Term

Subject

Meeting Times and Days

Even Instructor

Make you selections and click on submit

Search for Sections

Term

Starting On/After Date Ending By Date

Subjects	Course Levels	Course Number	Section
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Sections Meeting After Sections Ending Before

Mon Tue Wed Thu Fri Sat Sun

Course Title Keyword(s)

Location Academic Level

Instructor's Last Name

Section Selection Results

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Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity	Credits	CEUs	Academic Level
Fall 2011	Open	ACA-111-01 (3442) College Student Success	Main Campus	08/16/2011-10/11/2011 Classroom Hours Tuesday, Thursday 08:00AM - 08:50AM, Johnson Bldg, Room 117	C. Cox	1 / 25	1.00		Curriculum
Fall 2011	Closed	ACA-111-02 (3444) College Student Success	Main Campus	08/17/2011-10/05/2011 Classroom Hours Wednesday 06:00PM - 07:50PM, Johnson Bldg, Room 113	J. Gibbs	0 / 16	1.00		Curriculum
Fall 2011	Open	ACC-120-06 (3445) Prin of Financial Accounting	Other	08/26/2011-10/12/2011 Classroom Hours Days to be Announced, Times to be AnnouncedOnline Classes, Room ONLINE (more)...	K. Jones	17 / 30	4.00		Curriculum
Fall 2011	Open	ACC-121-06 (3448) Prin of Managerial Accounting	Other	10/13/2011-12/12/2011 Classroom Hours Days to be Announced, Times to be AnnouncedOnline Classes, Room ONLINE (more)...	K. Jones	23 / 30	4.00		Curriculum
Fall 2011	Open	ACC-131-06 (3450) Federal Income Taxes	Other	10/13/2011-12/12/2011 Classroom Hours Days to be Announced, Times to be AnnouncedOnline Classes, Room ONLINE (more)...	K. Jones	27 / 30	3.00		Curriculum
Fall 2011	Open	ACC-140-06 (3452) Payroll Accounting	Other	10/13/2011-12/12/2011 Classroom Hours Days to be Announced, Times to be AnnouncedOnline Classes, Room ONLINE (more)...	K. Jones	29 / 30	2.00		Curriculum
Fall 2011	Open	ACC-150-06 (3454) Accounting Software App	Other	10/13/2011-12/12/2011 Classroom Hours Days to be Announced, Times to be AnnouncedOnline Classes, Room ONLINE (more)...	D. Daniels	26 / 30	2.00		Curriculum
Fall 2011	Open	ACC-220-06 (3456) Intermediate Accounting I	Other	10/13/2011-12/12/2011 Classroom Hours Days to be Announced, Times to be AnnouncedOnline Classes, Room ONLINE (more)...	K. Jones	26 / 30	4.00		Curriculum
Fall 2011	Open	ACC-225-06 (3457) Cost Accounting	Other	10/13/2011-12/12/2011 Classroom Hours Days to be Announced, Times to be AnnouncedOnline Classes, Room ONLINE	K. Jones	27 / 30	3.00		Curriculum

Here you can see classes offered, meeting information, Instructors assigned, etc.

You can click on any class and get more detailed information:

Section Information

Title Introduction to Computers
 Course CIS-110-01
 Section
 Number

Description This course introduces computer concepts, including fundamental functions and operations of the computer. Topics include identification of hardware components, basic computer operations, security issues, and use of software applications. Upon completion, students should be able to demonstrate an understanding of the role and function of computers and use the computer to solve problems. This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural science/mathematics (Quantitative Option).

Credits 3.00 CEUs

Start Date 21 September 2011 End Date 12 December 2011

Academic Level CU - Curriculum

Meeting Information

09/21/2011-12/12/2011 Classroom Hours Monday, Tuesday, Wednesday 07:50AM - 08:55AM, Johnson Bldg, Room 113 09/21/2011-12/12/2011 Lab/Shop Hours Thursday, Friday 07:50AM - 08:55AM, Johnson Bldg, Room 113

Faculty

name	Phone	Extension	E-mail address	Instructional Method
Scott G. Frazer	252-946-4628			Classroom Hours, Lab/Shop Hours

Prerequisites

Take 1 group;
 #
[Take CIS-070](#);
 #
 Take CIS-070;
 From rule PTC;

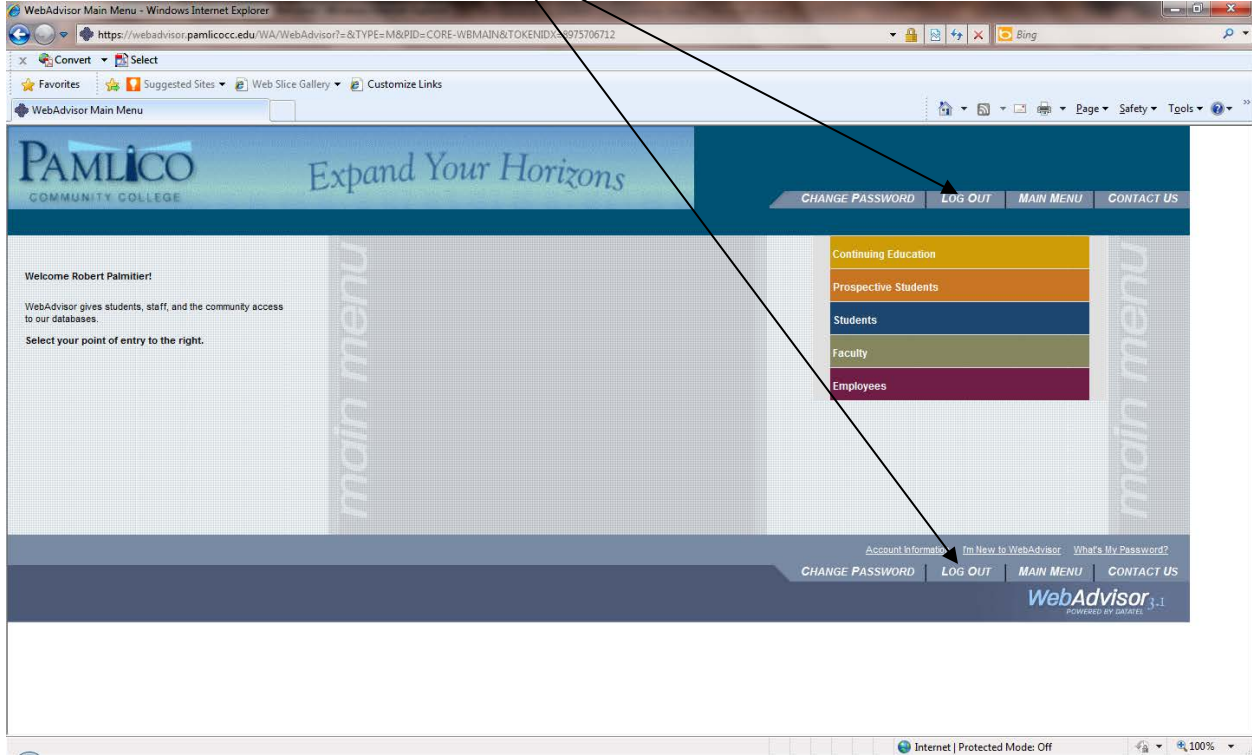
Supplies

None

Title Author Publisher Copyright ISBN Price Req. Comments

To Be Determined

Last step is to Log Out. Click on Log Out. This can be done from any of the screens we have seen.



This warning will appear. In order to safeguard your personal information, click OK from this screen.

