Campus Solutions 9.2 for Students

Welcome to Campus Solutions 9.2! FCC's newest version of the PeopleSoft Student Information System features a Fluid User Interface designed to work with mobile devices that can adapt the layout for a better user experience. To get you started, this guide introduces the navigation features you will use, including the Student Homepage, Banner, NavBar, and Tiles.

Logging In

In the upper right-hand corner of the FCC website, click on myFCC to access the MyFCC Student Portal or use https://myfcc.frederick.edu/portal.aspx   Click on the PeopleSoft (Student Information System) box and log in using your current Username and Password.

Homepages

The Campus Solutions 9.2 (CS9.2) Student Homepage allows you to navigate the PeopleSoft system using a familiar tile layout, while its responsive user interface makes it easy to use from your phone, tablet, laptop, or desktop.

Banner

A menu bar, known as the banner, is at the top of Student Homepage and includes the following menu buttons:

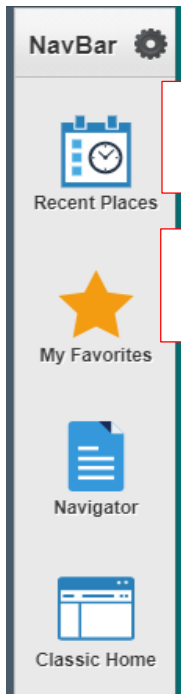 Home – click to return to your Homepage

 Search – do a global search to find a function

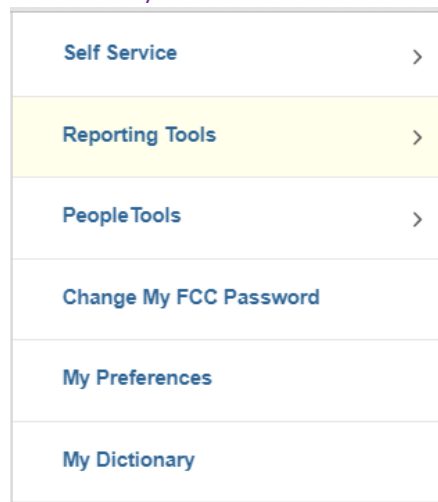 Action List – click to see a list of actions for the current window, including Sign Out

 Navigation – the NavBar slides open from the side and provides an optional way to navigate

NavBar ⚙

Recent Places

Recent Places will show you the last five pages you visited

My Favorites

My Favorites allows you to save your own list of favorite places in CS9.2

Navigator

Navigator takes you to a fluid menu that will scale to your device

Self Service	>
Reporting Tools	>
PeopleTools	>
Change My FCC Password	
My Preferences	
My Dictionary	

Classic Home

Classic Home takes you to the traditional Main Menu used in previous versions of PS

Main Menu

Change My FCC Password
Password Management

Self Service
Navigate to your self service information and activities.
　AWS Service Tester
　Review Transactions
　Student Center
　　10 More...

My Preferences

Reporting Tools
Run, create, and manage queries and nVision reports.

PeopleTools
Enhance, deploy, and extend PeopleSoft and non-PeopleSoft applications.
　Portal
　Health Center

My Dictionary
Add/delete words in personal spelling checker dictionary.

Tiles

Tiles may be the easiest way for students to navigate. From the Student Homepage simply click on a tile to display a navigation menu giving you access to all its functions. The How to Use your Homepage tile links to this Navigation Guide so it can serve as a quick reference while you are using your CS9.2 student account.

How to Use Your Homepage

Below is a quick overview of each tile on the Student Homepage:

Student Center

The traditional Student Center used in previous versions of PeopleSoft is accessed from this tile. Student Center includes all student functions but it is not mobile-responsive (it does not size to your device). When using CS9.2 from a phone or tablet, use the specialized tiles described below to access the same information with a responsive fluid interface.
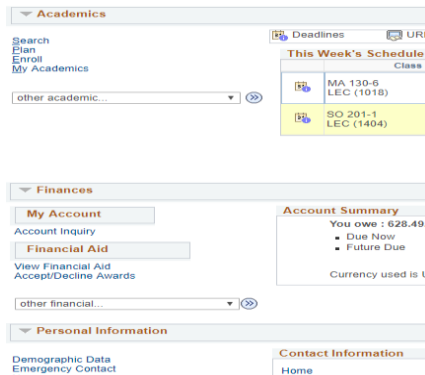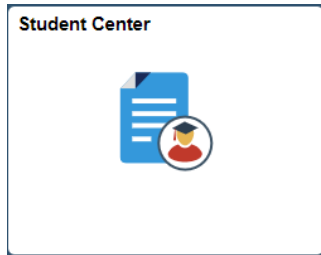

> **Tip**: The **How to use your Student Center** tutorial is available by clicking on its link in the **FCC Sites** box on the right side of your Student Center.

Tasks

The Task tile is used to communicate information about your account. Financial Aid and other offices use it to inform students of actions or tasks they need to complete. In addition, registration holds are displayed here, such as an **academic hold** due to Academic Standing or a **financial hold** due to non-payment. **ALWAYS CHECK THIS TILE EACH TIME YOU LOG IN TO CS9.2.**
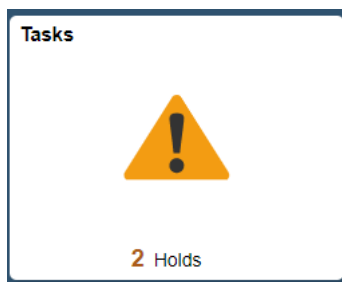

The Task tile always displays on your Homepage even if you do not have tasks to do, but the menu items (To Do List, Holds, Completed Agreements), ONLY display if you have a Task or a Hold assigned to you.
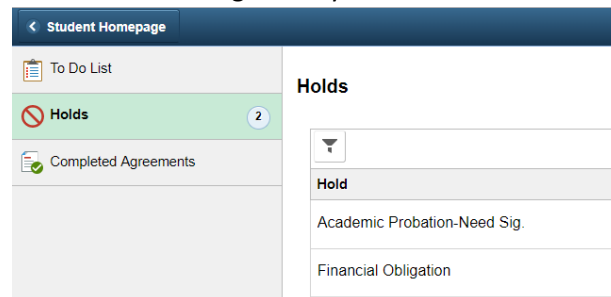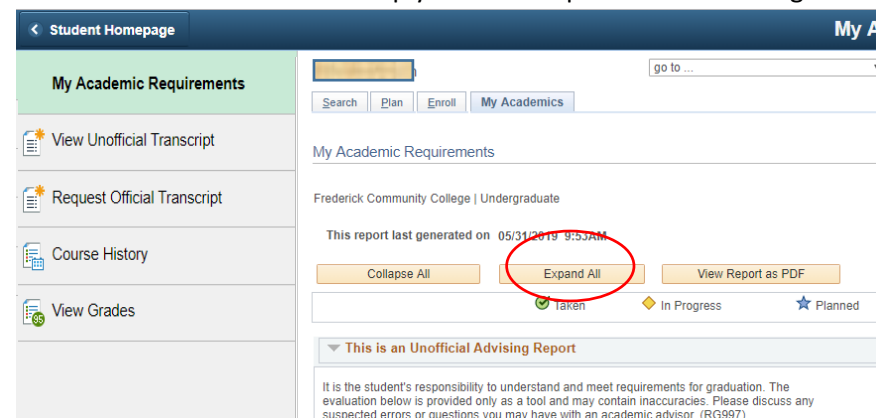

Academic Records

The Academic Records tile gives you access to your Academic Requirements as well as your Grades and Unofficial Transcript. The Official Transcript request page is also located here.
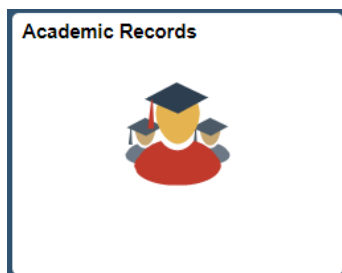
Academic Records opens onto your **Academic Requirements** (your Degree Plan), which outlines the courses needed in your major and tracks your progress towards completion. Students should use this in collaboration with their Academic Advisor prior to registering for courses each semester. Simply click the Expand All button to get started.

In addition to courses and grades, students will find their Term GPA, Cumulative GPA, and Academic Standing when using **View Grades** or **View Unofficial Transcript** from the menu of the Academic Records tile, shown below.

<table>
<tr><td colspan="2">**< Student Homepage**</td></tr>
<tr><td colspan="2">My Academic Requirements</td></tr>
<tr><td>View Unofficial Transcript</td></tr>
<tr><td>Request Official Transcript</td></tr>
<tr><td>Course History</td></tr>
<tr><td>View Grades</td></tr>
</table>

View Grades

	Term GPA	3.750
	Cumulative GPA	3.500
	Academic Standing	Good Standing

Class	Description	Units	Grading	Grade	Grade Points
EDUC 220	Educational Psychology	3.00	Graded	A	12.000
ENGL 203	AmerLit PreColonial thru Civil	3.00	Graded	A	12.000
ENGL 231H	English Language Studies	3.00	Graded	A	12.000
HIST 217	African-American History	3.00	Graded	B	9.000

< Student Homepage

My Academic Requirements

View Unofficial Transcript

Request Official Transcript

Course History

View Grades

2019 Fall (08/24/2019- 12/14/2019)
Program: Associate Degree
Plan: Education - Associate of Arts in Teaching English Major

Session:15-week Regular Session

Course		Description	Attempted	Earned	Grade	Points
EDUC	220	Educational Psychology	3.000	3.000	A	12.000
ENGL	203	AmerLit PreColonial thru Civil	3.000	3.000	A	12.000
Req Designation:		General Education Humanities				
ENGL	231H	English Language Studies	3.000	3.000	A	12.000
Req Designation:		General Education Humanities				
HIST	217	African-American History	3.000	3.000	B	9.000
Req Designation:		General Education History				

			Attempted	Earned	GPA Units	Points
Term GPA	3.750	Term Totals	12.000	12.000	12.000	45.000
Transfer Term GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined GPA	3.750	Comb Totals	12.000	12.000	12.000	45.000

			Attempted	Earned	GPA Units	Points
Cum GPA	3.500	Cum Totals	46.000	46.000	46.000	161.000
Transfer Cum GPA		Transfer Totals	0.000	0.000	0.000	0.000
Combined Cum GPA	3.500	Comb Totals	46.000	46.000	46.000	161.000

Academic Standing Effective 01/02/2020: Good Standing

Manage Classes

Use this tile to find and enroll into classes (start by clicking on Class Search and Enroll). In addition, you can view your current classes and your weekly schedule.

Manage Classes

View My Classes
My Weekly Schedule
Shopping Cart
Class Search and Enroll
Drop Classes
Update Classes
Swap Classes
Browse Course Catalog

Class Search

This tile houses the same Class Search function that is in the Manage Classes tile above; it is on the Student Homepage as a separate tile to provide quick access when looking up classes. It is accessible from phones and tablets, but does not automatically resize the way other fluid tiles do.   The fluid version of this tile will be available at a future date.

Financial Account

This tile shows any payments due along with your payment history. It also includes other services such as enrolling into the payment plan or viewing tax statements such as the 1089-T.

Financial Aid

Students receiving Financial Aid can accept or decline their awards and review Financial Aid Summaries from this tile.

Profile

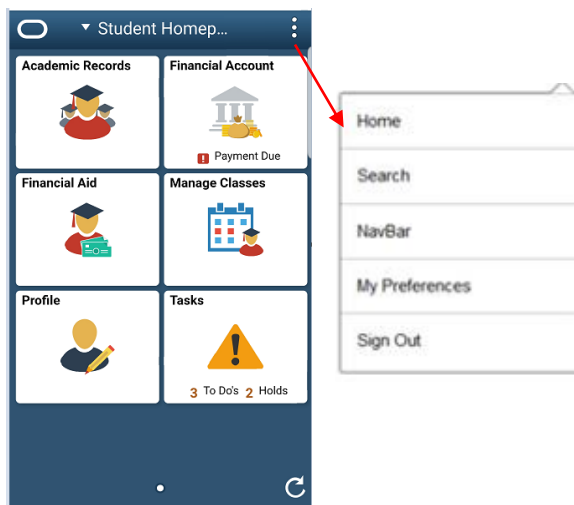Using this tile, students can view their personal information.
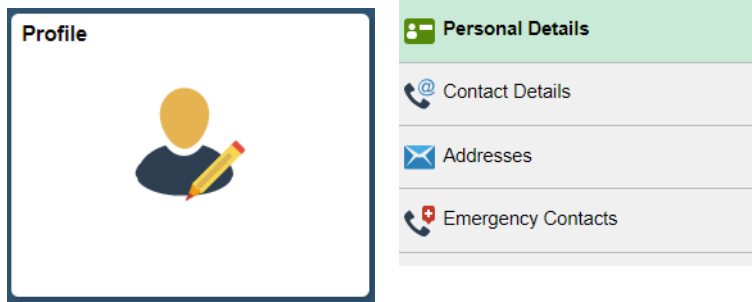
Mobile Navigation

When using CS9.2 on a mobile device, the banner and its menu options reduce in size with the Action List remaining available. The tiles will also rearrange and size to your device, but it provides the same access.

Homepage Selector

Some students have an additional role on campus (Work Study Student, staff, or faculty member). Each role has a different Homepage with tiles and navigation specific to the functions of that role. To navigate between Homepages, use the center drop-down menu on the banner, called the Homepage Selector. (Note: the Staff Homepage is delivered by Oracle as My Homepage.)