

Faculty Menu Links

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| Navigation Group | <p><u>Change Roles</u> – If you are/have been a student at GCU, you will be able to select your student role to view your academic records.</p> <p><u>Home Page</u> – Brings the user to the calendar page.</p> <p><u>About IQ.Web</u> – Offers a description of what IQ.Web is and the hardware requirements.</p> <p><u>FAQ</u> – Frequently asked questions about IQ.Web.</p> <p><u>FERPA Rights</u>- Gives an explanation of the rights afforded to students under the Family Education Right to Privacy Act (FERPA).</p> <p><u>Log Off</u> – This link will log the user out of IQ.Web. Please remember to log out of IQ.Web when finished.</p> |
| Account Information Group | <p><u>Change Password</u> – Allows the user to change his or her password. You will need to enter your current password, as well as your new password (twice) to make the change.</p> <p><u>Preferences</u> – Allows you to access your Account Information.</p> <ul style="list-style-type: none"> • <u>Account Information</u> – Allows you to change your email address and password hint. Click “Save Preferences” when complete. |
| Academic Research Group | <p><u>Course Catalog</u> – This link brings the user to the Online Course Catalog. Please keep in mind that the information in the computer catalog is generally accurate as of Fall 2002. Georgian Court University reserves the right to change courses, programs and fees or to make other changes deemed necessary or desirable, giving advanced notice of changes when possible.</p> <p><u>Find Course Sections</u> – This link provides a list of courses and their statuses being offered for a specific year and term.</p> <p><u>Using the Course Catalog or Find Course Sections</u></p> <ul style="list-style-type: none"> • Select a year/term from the dropdown box. • For the course field, <ul style="list-style-type: none"> • Enter a course ID to view specific course. • Enter a course prefix to view all courses with that prefix. • Leave the field blank to view all courses, page by page. • Click Submit. • The results page now shows. <ul style="list-style-type: none"> • For “Find Course Sections” each course has a magnifying glass next to it. Click this to view the catalog entry for that course. There is no magnifying glass in the Course Catalog. • Click on “Next Courses” to view the next set of courses, if applicable. • Click on “New Search” or “New Catalog Query” to start a new search. • Click on “Refine Search” to modify your current search parameters. |
| Current Courses Group | <p><u>Course Schedule</u> – Allows you to view a schedule of all the courses you are teaching.</p> <ul style="list-style-type: none"> • At the course schedule screen, select a Year/Term combination and click “View.” <p><u>View Class Lists</u> – Allows you to view the class lists for the courses you are teaching.</p> <ul style="list-style-type: none"> • At the class list page, select a Year/Term combination and click “Submit.” • Click on the magnifying glass for the type of class list you want. Online schedules are optimized for viewing on the web. Printable schedules are optimized for printing a paper copy. |