

# Changes in Self Service

Oracle has delivered a new look and feel with its newest Campus Solutions version 9.2. You will navigate through the database slightly differently and you will get used to terminology like Homepages, Tiles, Navigation Bar, Navigation Collections, etc.

## Logging In

Log into your Campus Solutions PeopleSoft account by navigating to AccessUH (<https://accessuh.uh.edu/login.php>). You will then select the myUH Self Service icon.

The screenshot shows the AccessUH login interface. At the top, there is a yellow header with the text "AccessUH" and a "List of Services" button. Below the header, there are two tabs: "CougarNet Login" and "myUH (PeopleSoft) Login". The "CougarNet Login" tab is active, showing a login form with fields for "CougarNet ID:" and "CougarNet Password:". There are links for "Don't know your CougarNet ID?" and "Change/Reset your CougarNet Password.". A red "Login to AccessUH" button is below the form. To the right of the login form is a "Help" section with a lifebuoy icon and links for "AccessUH FAQs", "Change/Reset CougarNet Password", "Reset myUH Password", "Chat with IT Support", and "Call 713-743-1411".

Below the login section is a "University Services" grid. The grid contains 16 tiles, each with an icon and a label. The "myUH Self Service" tile is highlighted with a red border. The tiles are:

- CASA
- CougarCard
- FIX-IT Facility Request Self-Service
- COURSE EVALUATION Faculty/Course Evaluation
- GET INVOLVED
- Office 365
- PEAR Student
- REGISTER MY WIFI DEVICES Register My WiFi Device
- Skillport
- Software Download
- T.A.P. Employee Online Training
- NETWORK TEST
- myParking Account
- myUH Self Service

## Fluid and Classic User Interface

The biggest change in PeopleSoft is the User Interface. The Classic User Interface used in PeopleSoft 9.0 was known as PIA (PeopleSoft Internet Architecture). PeopleSoft Fluid User Interface, which was designed to be used on mobile devices, can also be used on a laptop and desktop. The Fluid User Interface is more than a mobile platform; it is responsive and recognizes the device form factor being used and adapts the layout to optimize the user's experience.

### 9.0 Classic User Interface

**Maintenance Notice**

Due to high user volume, you may experience slowness, lack of ability to login or being kicked out of the system. Administrators are working on a solution.

**Learner Services**

<b>Student Center</b> Use the student center to manage school related activities.	<b>Campus Personal Information</b> Maintain your personal information and review holds and to dos pending to your record.	<b>Student Admission</b> Check your application status, pay your application fee and register for your New Student Conference.
<b>Password Reset</b> Reset your system password	<b>Setup Security Questions</b> Setup security questions used for password reset	
<b>Academic Records</b> View grades and advisors and request transcripts and verification reports.	<b>Make a Payment</b> Make a credit card or eCheck payment toward your account.	<b>Apply for Graduation</b> Apply for Graduation.
<b>Enrollment</b> View appointments, plan and enroll in classes, view student and exam schedules.	<b>Financial Aid</b> Apply for financial aid, view to-do list, and accept or decline your financial aid award.	<b>Student Financials</b> Select parking/alumni fees, view your account, select a payment plan, make a payment, and get your 1098T.
<b>Transfer Credit</b> View your transfer credit report.	<b>Advising</b> See information about academic advisors, and to schedule an appointment with your major advisor.	<b>UH in 4 Graduation Plan</b> Eligible Incoming Freshmen view and select UH in 4 Freshman Graduation Plan
<b>UH in 4 Fixed Rate Tuition Plan</b> Eligible incoming Freshmen and Transfer students view and select Fixed Rate Tuition Plan		

**UHS Acknowledgement Center**

You have no acknowledgements at this time.

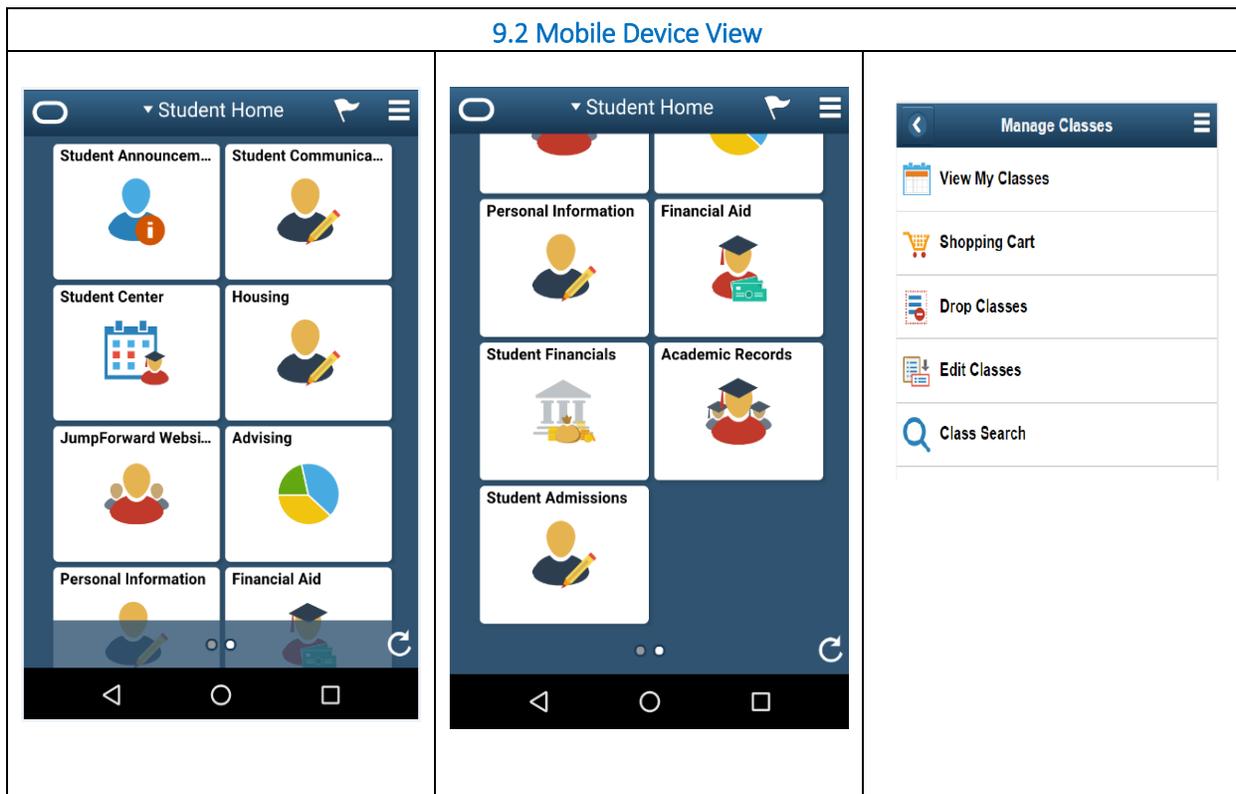
**Student Communications Center**

You have no recent communications to view.

### 9.2 Fluid User Interface

ORACLE Student Home

<b>Student Announcements</b> 	<b>Student Communication Center</b> 	<b>Student Center</b> 	<b>Housing</b> 
<b>JumpForward Website</b> 	<b>Advising</b> 	<b>Personal Information</b> 	<b>Financial Aid</b> 
<b>Student Financials</b> 	<b>Academic Records</b> 	<b>Student Admissions</b> 	



## Common Elements Used with PeopleSoft Fluid User Interface

A standard banner appears at the top of every Fluid page. The banner includes the page title and these standard buttons:



(Home)

Select to return to the main PeopleSoft Homepage



(Notifications)

Select to view actions and alerts in a notifications window. \*This functionality is currently disabled.

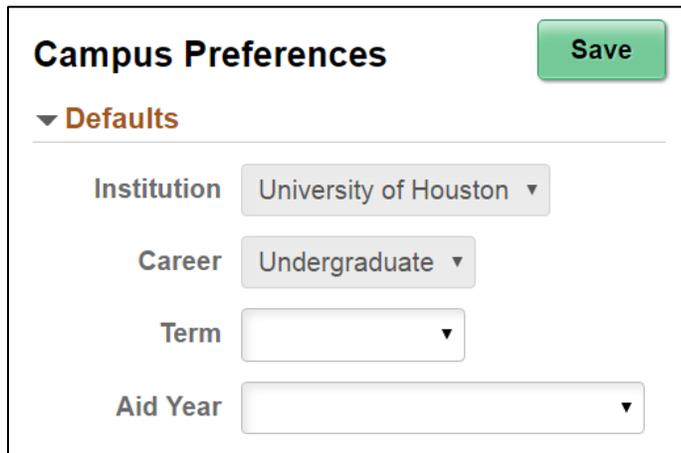


(Actions List)

Select to see a list of available actions for the current window. The Sign Out command is always available under this menu; as well as Personalize Homepage, My Preferences, and Help

## My Preferences

Takes you to the My Preferences interface, where you can modify settings that control a variety of options in the interface based on your preferences.



The screenshot shows a form titled "Campus Preferences" with a green "Save" button in the top right corner. Below the title is a section labeled "Defaults" with a downward arrow. The form contains four dropdown menus: "Institution" set to "University of Houston", "Career" set to "Undergraduate", "Term" (empty), and "Aid Year" (empty).

The My Preferences tile (that can be added to a user's homepage) allows access to the Campus Preferences page where users can define default values that assist user navigation, reduce repetitive data entry, and streamline the completion of transactions. Users can set preference values for:

- Institution: Default value for users associated with more than one institution.
- Career: Default value for users with more than one career.
- Term: Depending on the values of the Institution and Career, the default value for use in Student Records.
- Aid Year: Default value for use in Financial Aid.

## Homepages and Tiles

A Fluid homepage organizes navigation in an easy, familiar way for the user to access key parts of the PeopleSoft system.

**Homepages** are role-based and can be assigned to students, applicants, alumni, or specific administrative roles. Users can have multiple homepages. While users can personalize and even create their own homepages, you can configure restrictions and security for homepages based on your needs. Homepages also offer users notification and navigational features such as Tiles and a NavBar.

**Tiles** on homepages are navigation points to Campus Solutions Fluid transaction pages. For example, selecting the Profile tile on the Student Homepage opens a landing page that provides users with a number of informational and transactional links. Tiles can be designed to display relevant and timely information to your users.

Although the Fluid User Interface is being represented by tiles, you should still be able to access your information in the same groups, with a few exceptions.

### Student Center



- ▶ Academics
- ▶ Finances
- ▶ Personal Information
- ▶ Admissions

- ▶ Holds
- ▶ To Do List
- ▶ Enrollment Dates
- ▶ Advisor

*Shows the same information as the Classic Interface*

### Student Communication Center



### Student Home

You have no recent communications to view.

*Student Communication Center now appears as a Tile*

### Student Announcements



### Student Announcements

The following links open in a new window:

- Important term Enrollment Services Dates and Deadlines and other student resources. [Click here](#)
- View Summer and Fall 2015 Course Syllabi and Curricula Vitae. For more information, [Click here](#)

*Student Announcements now appears as a Tile*

## Personal Information



*Personal Information combines Campus Personal Information with Password Reset, and Setup Security Questions into one menu*

< Student Home

Addresses

Names

Phone Numbers

Email Addresses

Emergency Contacts

Ethnicity

Demographic Information

Privacy Settings

Holds

Housing

Setup Security Questions

Password Reset

To Do List

Settings

## Student Admissions



< Student Home

Application Status

Application Fee Payment

Apply for UH Scholarships

New Student Conference

Class Search/Browse Catalog

## Academic Records



*Academic Records has combined Academic Records, Enrollment and View Transfer Credit Report into one menu*

< Student Home
<b>View My Grades</b>
View Unofficial Transcript
Request Enrollment/Verification
Enrollment Dates
My Class Schedule
Enrollment: Add Classes
Enrollment: Drop Classes
View My Weekly Schedule
Class Search/Browse Catalog
Request Term Withdrawal
View Transfer Credit Report
UH_Official_Transcript

## Student Financials



*Student Financials combines Student and UH in 4 Fixed Rate Tuition Plan into one menu*

< Student Home
<b>Make a Payment</b>
Charges Due
Self Service 1098T
Account Balance
Payment Plans
Pending Financial Aid
Account Summary
Self Service Refund Request
Payment History
Optional Fees
UH in 4 Fixed Rate Tuition Pln

## Financial Aid



< Student Home

Accept/Decline Awards

View Financial Aid

To Do List

Apply for UH Scholarships

FAFSA on the web link

FSA ID Website link

Student Loans link

NSLDS Student Access link

## Advising



*Advising combines Advising, UH in 4 Graduation Plan and Apply for Graduation into one menu*

< Student Home

UH in 4 Graduation Plan

Appointment with Advisor

View My Appointments

Appointment with ISSSO

Apply for Graduation

Graduation Status

List of Advisors Link

## Housing



### Housing Information

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View or change housing information selection

Housing Interest

Campus Housing Information

Save

**JumpForward Website**



*This tile will only appear for  
athletic students*