

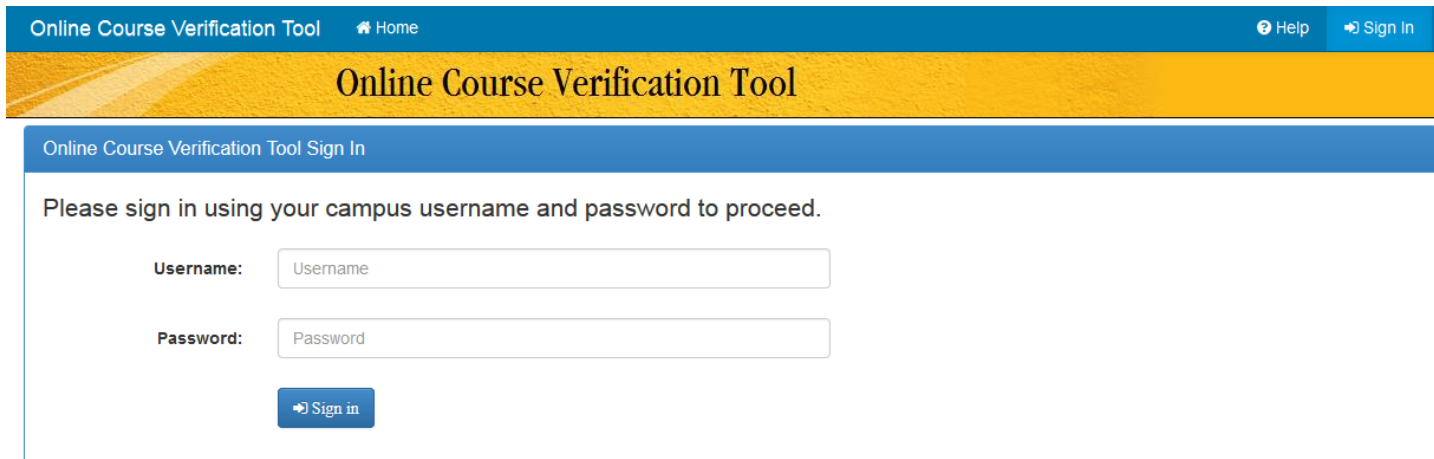
ONLINE COURSE VERIFICATION TOOL (OCV)- STUDENTS

This application is a web-based tool to assist students in confirming their
course enrollments.

*Created August,
2014*

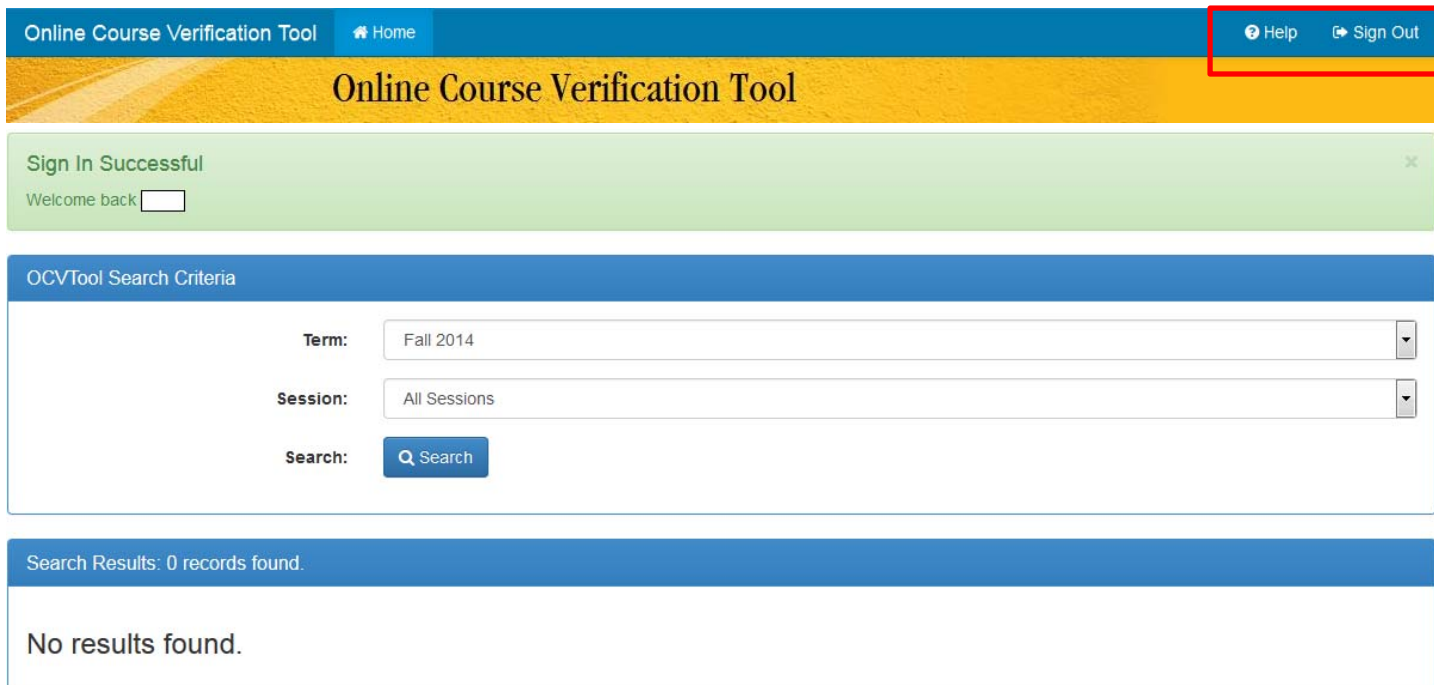
The Online Course Verification Tool

Go to the address https://profiles.uhcl.edu/OCV_Tool/ Sign in with your UHCL UserID and password.



The screenshot shows the sign-in interface. At the top, there is a blue navigation bar with "Online Course Verification Tool" and a "Home" icon on the left, and "Help" and "Sign In" links on the right. Below this is a yellow banner with the title "Online Course Verification Tool". The main content area has a blue header "Online Course Verification Tool Sign In" and a message: "Please sign in using your campus username and password to proceed." There are two input fields: "Username:" with a text box containing "Username" and "Password:" with a text box containing "Password". Below the password field is a blue "Sign in" button with a right-pointing arrow.

Once authenticated to the system, you will see the following screen. You will also find the “**Sign Out**” link, and a link to the “**Help**” Documentation.



The screenshot shows the main dashboard after successful sign-in. The top navigation bar is blue with "Online Course Verification Tool" and "Home" on the left, and "Help" and "Sign Out" on the right. The "Sign Out" link is highlighted with a red box. Below the navigation bar is a yellow banner with the title "Online Course Verification Tool". A green notification box says "Sign In Successful" and "Welcome back" followed by a small empty text box. Below this is a blue header "OCVTool Search Criteria" with two dropdown menus: "Term:" set to "Fall 2014" and "Session:" set to "All Sessions". There is a "Search:" label and a blue "Search" button with a magnifying glass icon. At the bottom, a blue banner says "Search Results: 0 records found." and a white box below it says "No results found."

Select the desired term from the drop down box and the appropriate session. Click the “**Search**” Button.

The Online Course Verification Tool (OCV) - Continued

Search Results: 3 records found.

Student Details:

Term: Spring 2014

Name:

Student ID:

Email:

PCLAB Account: An active PCLAB account could not be found!

BKB Account: Not Available

A student Blackboard account is not available for this individual.
Blackboard accounts are automatically created when an enrollment is detected for any provisioned class.

Blackboard Notes:

- Provisioned: The class shell has been scheduled for creation.
- Shell Created: The class shell has been created.
- Enrl. Verified: The student's enrollment in the class shell has been verified.

Other Services Notes:

- UAS: An assignment/assessment exists for this course in the [Unit Assessment System](#)
- Online Eval.: The class uses an online evaluation form instead of a scantron.

Class Information					Blackboard			Other Services	
Class Details	Mode	Location	Instructor(s)	Enrl. Status	Provisioned	Shell Created	Enrl. Verified	UAS	Online Eval.
15W: ACCT 3331.01 Managerial Accounting	P	BAYOU 3326 Tue. 04:00 PM - 06:50 PM	Altemus, Edward 281-283-3104	ENRL 10/29/2013	No	No	No	No	No
15W: MGMT 4132.02 Strategic Management	WW	ONLINE	McGlashan, Robert 281-283-3246	ENRL 10/29/2013	No	No	No	No	Yes
15W: MKTG 4531.01 International Marketing	WW	ONLINE	Walker, L. 281-283-3194	ENRL 10/29/2013	No	No	No	No	Yes

The class information is displayed and alerts to the status of a Blackboard Account. Hovering over the "Mode" will display the full details of the Code. For instance when you hover over the "P", text will display indicating that the course is "Face to Face". The "WW" code means 100% online.

If the instructor has an email address, the instructor's name will be reflected in blue as a hyperlink and open an email dialogue with the instructors email address.

Enrollment status is displayed for the class. Blackboard information is displayed as well, along with the class status in UAS and if online evaluations are available.