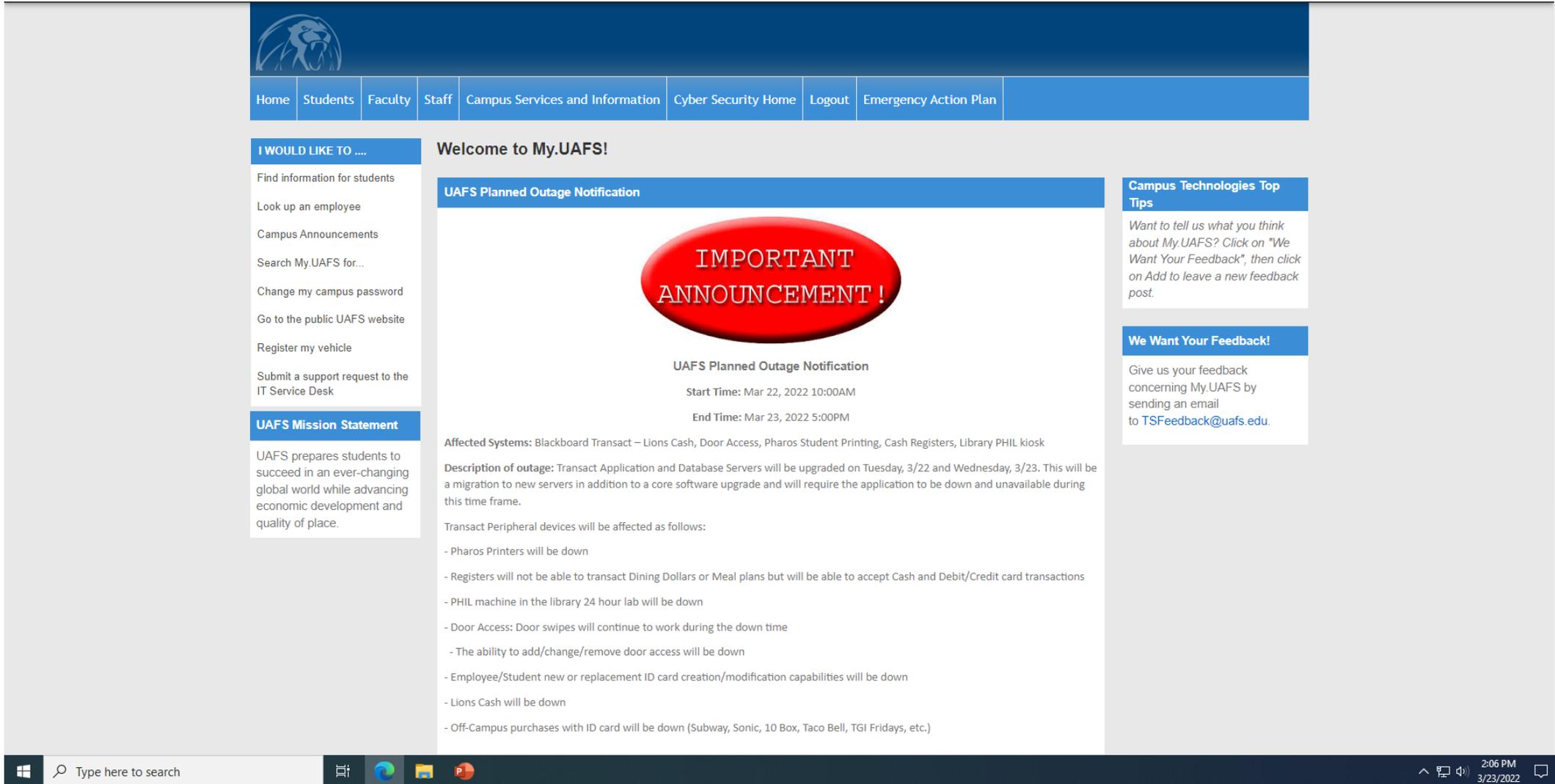


# Step 1: Search my.uafs.edu and log into your student account



The screenshot displays the My.UAFS website interface. At the top, there is a navigation bar with links for Home, Students, Faculty, Staff, Campus Services and Information, Cyber Security Home, Logout, and Emergency Action Plan. Below the navigation bar, the main content area is divided into several sections. On the left, there is a sidebar with a search bar and a list of links under the heading "I WOULD LIKE TO ....". The main content area features a large red oval with the text "IMPORTANT ANNOUNCEMENT!". Below this, there is a section titled "UAFS Planned Outage Notification" with a start time of Mar 22, 2022 10:00AM and an end time of Mar 23, 2022 5:00PM. The notification describes the affected systems, including Blackboard Transact, Lions Cash, Door Access, Pharos Student Printing, Cash Registers, and Library PHIL kiosks. It also provides a detailed description of the outage and a list of affected peripheral devices and services. On the right side of the main content area, there are two additional sections: "Campus Technologies Top Tips" and "We Want Your Feedback!". The bottom of the screenshot shows the Windows taskbar with the search bar, taskbar icons, and system tray.

**Home** **Students** **Faculty** **Staff** **Campus Services and Information** **Cyber Security Home** **Logout** **Emergency Action Plan**

**I WOULD LIKE TO ....**

- Find information for students
- Look up an employee
- Campus Announcements
- Search My.UAFS for...
- Change my campus password
- Go to the public UAFS website
- Register my vehicle
- Submit a support request to the IT Service Desk

**UAFS Mission Statement**

UAFS prepares students to succeed in an ever-changing global world while advancing economic development and quality of place.

**Welcome to My.UAFS!**

**UAFS Planned Outage Notification**

**IMPORTANT ANNOUNCEMENT!**

**UAFS Planned Outage Notification**

Start Time: Mar 22, 2022 10:00AM

End Time: Mar 23, 2022 5:00PM

**Affected Systems:** Blackboard Transact – Lions Cash, Door Access, Pharos Student Printing, Cash Registers, Library PHIL kiosk

**Description of outage:** Transact Application and Database Servers will be upgraded on Tuesday, 3/22 and Wednesday, 3/23. This will be a migration to new servers in addition to a core software upgrade and will require the application to be down and unavailable during this time frame.

Transact Peripheral devices will be affected as follows:

- Pharos Printers will be down
- Registers will not be able to transact Dining Dollars or Meal plans but will be able to accept Cash and Debit/Credit card transactions
- PHIL machine in the library 24 hour lab will be down
- Door Access: Door swipes will continue to work during the down time
- The ability to add/change/remove door access will be down
- Employee/Student new or replacement ID card creation/modification capabilities will be down
- Lions Cash will be down
- Off-Campus purchases with ID card will be down (Subway, Sonic, 10 Box, Taco Bell, TGI Fridays, etc.)

**Campus Technologies Top Tips**

Want to tell us what you think about My.UAFS? Click on "We Want Your Feedback", then click on Add to leave a new feedback post.

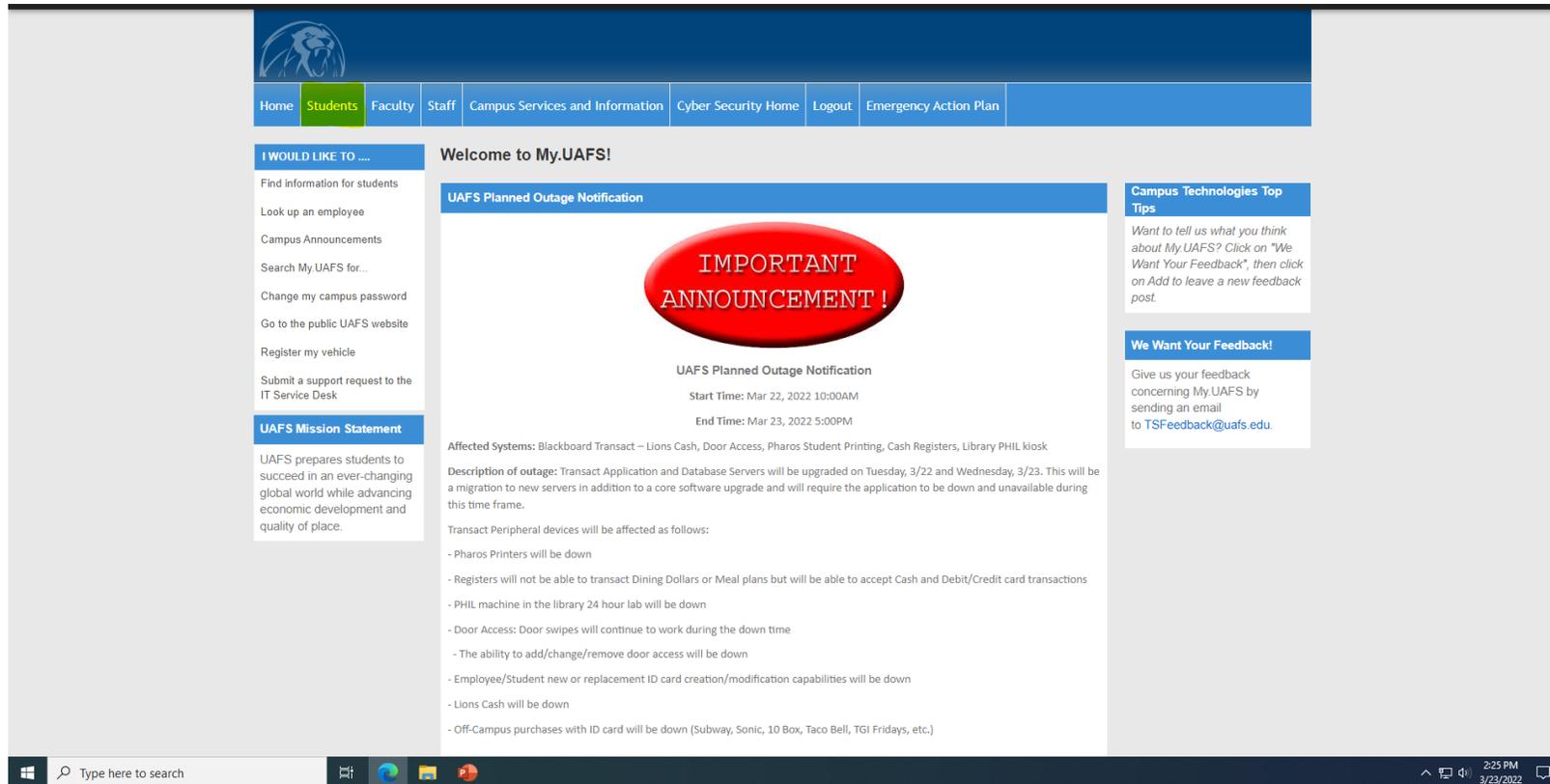
**We Want Your Feedback!**

Give us your feedback concerning My.UAFS by sending an email to [TSFeedback@uafs.edu](mailto:TSFeedback@uafs.edu).

Type here to search

2:06 PM 3/23/2022

## Step 2: Click on “students”



The screenshot shows the My.UAFS website interface. At the top, there is a navigation bar with the following links: Home, **Students**, Faculty, Staff, Campus Services and Information, Cyber Security Home, Logout, and Emergency Action Plan. The 'Students' link is highlighted in green. Below the navigation bar, the main content area is titled 'Welcome to My.UAFS!'. On the left side, there is a sidebar with a section titled 'I WOULD LIKE TO ....' containing links for finding information for students, looking up an employee, campus announcements, searching My.UAFS, changing a campus password, going to the public UAFS website, registering a vehicle, and submitting a support request. Below this is the 'UAFS Mission Statement' section. The main content area features a prominent red oval graphic with the text 'IMPORTANT ANNOUNCEMENT !'. Below the graphic is the 'UAFS Planned Outage Notification' section, which includes the start and end times of the outage (March 22, 2022, 10:00AM to March 23, 2022, 5:00PM) and a list of affected systems and services. On the right side, there are two additional sections: 'Campus Technologies Top Tips' and 'We Want Your Feedback!'. The Windows taskbar is visible at the bottom of the screen, showing the search bar and system tray.

**Home** **Students** Faculty Staff Campus Services and Information Cyber Security Home Logout Emergency Action Plan

**I WOULD LIKE TO ....**

- Find information for students
- Look up an employee
- Campus Announcements
- Search My.UAFS for...
- Change my campus password
- Go to the public UAFS website
- Register my vehicle
- Submit a support request to the IT Service Desk

**UAFS Mission Statement**

UAFS prepares students to succeed in an ever-changing global world while advancing economic development and quality of place.

**Welcome to My.UAFS!**

**UAFS Planned Outage Notification**

**IMPORTANT ANNOUNCEMENT !**

**UAFS Planned Outage Notification**

Start Time: Mar 22, 2022 10:00AM  
End Time: Mar 23, 2022 5:00PM

**Affected Systems:** Blackboard Transact – Lions Cash, Door Access, Pharos Student Printing, Cash Registers, Library PHIL kiosk

**Description of outage:** Transact Application and Database Servers will be upgraded on Tuesday, 3/22 and Wednesday, 3/23. This will be a migration to new servers in addition to a core software upgrade and will require the application to be down and unavailable during this time frame.

Transact Peripheral devices will be affected as follows:

- Pharos Printers will be down
- Registers will not be able to transact Dining Dollars or Meal plans but will be able to accept Cash and Debit/Credit card transactions
- PHIL machine in the library 24 hour lab will be down
- Door Access: Door swipes will continue to work during the down time
- The ability to add/change/remove door access will be down
- Employee/Student new or replacement ID card creation/modification capabilities will be down
- Lions Cash will be down
- Off-Campus purchases with ID card will be down (Subway, Sonic, 10 Box, Taco Bell, TGI Fridays, etc.)

**Campus Technologies Top Tips**

Want to tell us what you think about My.UAFS? Click on "We Want Your Feedback", then click on Add to leave a new feedback post.

**We Want Your Feedback!**

Give us your feedback concerning My.UAFS by sending an email to [TSFeedback@uafs.edu](mailto:TSFeedback@uafs.edu).

Type here to search

2:25 PM 3/23/2022

# Step 3: Click on “Student Services”

The screenshot shows a university website interface. At the top is a dark blue navigation bar with a logo on the left and a menu of links: Home, Students, Faculty, Staff, Campus Services and Information, Cyber Security Home, Logout, and Emergency Action Plan. Below the navigation bar is a sidebar on the left with two sections: "I WOULD LIKE TO ..." containing links like "Access Student Email (GMail)", "Log into Blackboard Learn", "Use the Blackboard Learn Browser Checker", "View my Student Services and Financial Aid (BSS)", "Schedule my Advising Appointment", "Log into Navigate", "View the Class Schedule", "Contact my Advisor", "View the Academic Calendar", "Go to Workday", "Change my campus password", "Look up an employee", "Go to Lions Alert", "Go to the UAFA Public Website", "Housing Forms", and "Complaint/Feedback Form"; and "SERVICES FOR STUDENTS" containing "Boreham Library" and "Campus Bookstore". The main content area is titled "Students: Home" and features several large tiles: "Student Services" (with a yellow highlight and an "A+" icon), "Financial Aid" (with a dollar sign icon), "Online Services" (with a photo of two students), "Student Life" (with a photo of a group of students), and "Academic Information" (with a photo of students at a laptop). Below these tiles are three columns of links: "Advising Appointments" (with sub-links like "Appointments in Navigate", "Banner Self-Service (BSS)", "Career Exploration (Virtual Job Shadow)", "Google Classroom (BETA)", "Google Drive", "Intranet Forms", "Lions CareerLink (Job Search)", "Lions Cash"), "Athletics" (with sub-links like "Campus Announcements", "Events Calendar", "Emergency Procedures", "Intramural Sports", "NUMA Link", "ROTC", "RSO Handbook", "Season of Entertainment"), and "Academic and Registration Calendar" (with sub-links like "Academic Catalog", "Academic Early Alert", "Advising Guide", "Class Schedule", "Degree Plans", "Faculty Personal Websites", "Final Exam Schedule", "Forms/Registrar's Office"). The Windows taskbar is visible at the bottom with a search bar and the time 2:36 PM.

# Step 4: Click on the grades you want to view

The screenshot shows a university website with a navigation bar at the top containing links for Home, Students, Faculty, Staff, Campus Services and Information, Cyber Security Home, Logout, and Emergency Action Plan. Below the navigation bar is a sidebar on the left with a section titled "I WOULD LIKE TO ..." containing various service links such as "Access Student Email (GMail)", "Log into Blackboard Learn", "View my Student Services and Financial Aid (BSS)", and "View the Class Schedule". The main content area is titled "Students: Student Services and Financial Aid" and features a grid of service icons. The icons include: "View final grades" (with a red A+ icon and a yellow highlight), "View midterm grades" (with a yellow highlight), "View my class schedule" (with a calendar icon), "Register, add or drop classes" (with a plus and minus icon), "View transcripts" (with a 3.0 GPA icon), "View my financial aid status" (with a dollar sign icon), "Make a payment" (with a green "Make a Payment Now" icon), "Degree Evaluation" (with a graduation cap icon), and "Contact my advisor" (with a graduation cap icon). Below the grid is the heading "All Student Services Information" and a list of links for "Student Services and Financial Aid" and "Admissions".

**I WOULD LIKE TO ...**

- Access Student Email (GMail)
- Log into Blackboard Learn
- Use the Blackboard Learn Browser Checker
- View my Student Services and Financial Aid (BSS)
- Schedule my Advising Appointment
- Log into Navigate
- View the Class Schedule
- Contact my Advisor
- View the Academic Calendar
- Go to Workday
- Change my campus password
- Look up an employee
- Go to Lions Alert
- Go to the UAFS Public Website
- Housing Forms
- Complaint/Feedback Form

**SERVICES FOR STUDENTS**

- Boreham Library
- Campus Bookstore

**Students: Student Services and Financial Aid**  
Links to Banner Self-Service (BSS) modules containing student record and other academic information.

**View final grades** (A+ icon)  
**View midterm grades**

**View my class schedule** (Calendar icon)

**Register, add or drop classes** (+/- icon)

**View transcripts** (3.0 GPA icon)

**View my financial aid status** (\$) (Dollar sign icon)

**Make a payment** (Make a Payment Now icon)

**Degree Evaluation** (Graduation cap icon)

**Contact my advisor** (Graduation cap icon)

**All Student Services Information**

**Student Services and Financial Aid**  
**Admissions**

# Step 5: Insert your UAFS username and password

Search

[SITE MAP](#) [HELP](#) [EXIT](#)

## User Login

 Please do not use any **UPPERCASE** letters in your **User Name**.

To protect your privacy, Logout and then close your browser when you are finished.

User Name:

Password:

[Click Here for Help with Login?](#)

# Step 6: Click on the grades you want to view

 UNIVERSITY OF ARKANSAS - FORT SMITH

Banner  
Self-Service

Personal Information **Student Services** Financial Aid

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

## Student Records Information Menu

---

Welcome, ██████████ to the UAFS Information System! Last web access on Mar 24, 2022 at 04:08 pm

- [Major, Advisor Information](#)
- [Contact My Advisor](#)
- [View Holds](#)
- [Midterm Grades](#)
- [Final Grades](#)
- [Grade Detail](#)
- [Degree Evaluation](#)
- [Academic Transcript](#)
- [Enrollment Verification 24/7](#)
- [Apply to Graduate with Master's Degree](#)
- [View Master's Degree Application to Graduate](#)

---

RELEASE: 8.9.1

Step7: Select the term you wish to view and click the submit button to access your grades

**UAFS** UNIVERSITY OF ARKANSAS - FORT SMITH **Banner Self-Service**

[Personal Information](#) [Student Services](#) [Financial Aid](#)

Search   [RETURN TO MENU](#) [SITE MAP](#) [EXIT](#)

Midterm Grades - Select Term Mar 24, 2022 04:14 pm

---

Select a Term: **Spring 2022** ▼

RELEASE: 8.7.1