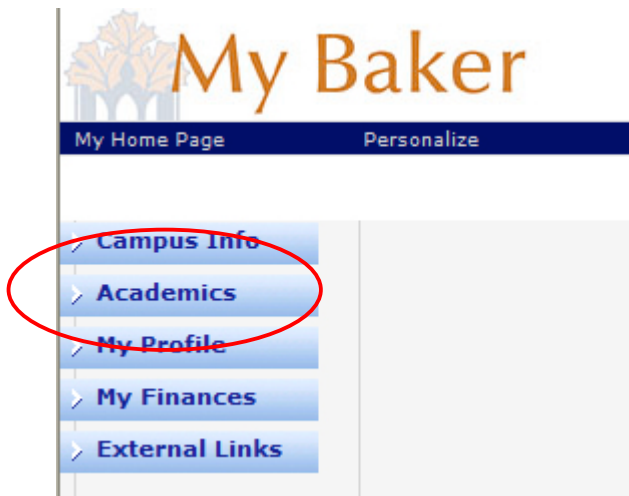
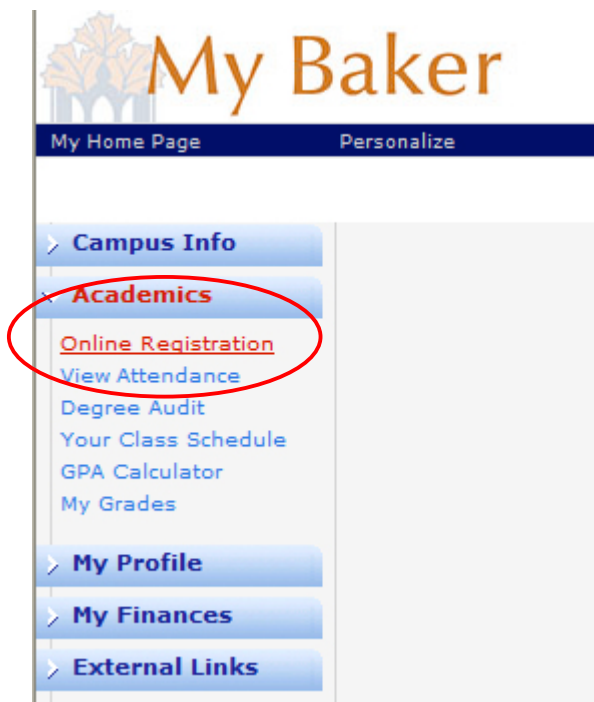


MyBaker Online Registration

- 1) Students should go to the following the main page of the Baker website www.bakerU.edu, click on the “Portal” link located in the bottom-center of the homepage.
- 2) Once you have successfully logged in, click on the Academics button on left menu navigation.



- 3) Then click on the Online Registration button, below Academics.



- 4) Then scroll down a bit, and click Begin Online Registration
(please disregard the reference in this document to Summer 2009 and other prior dates.)

My Baker
My Home Page

Campus Info
Academics
Online Registration
View Attendance
Degree Audit
Your Class Schedule
GPA Calculator
My Grades
My Profile
My Finances
External Links

Online Registration

Welcome to Online Registration. Please select your term below and check your registration status.

Enrollment and Term

Enrollment: 8/23/2006 Bachelor of Science

Term: Summer 2009

Registration Status:

Registration Period Starts	Last Day to Add	Last Day to Drop	Status
05/17/07 12:00 AM	05/31/07 12:00 AM	05/31/07 12:00 AM	Open

Previously Registered Courses

[Begin Online Registration](#)

You can add courses to your Selected Courses by Searching the campus catalog or use the Quick Add if you already know the Course Code and Section Number.

View Online Registration Tutorial

Learn how to Select Courses, Arrange Courses to make your schedule and Register.

- 5) A new window will appear with the course search functions and option to select courses.

The screenshot shows the 'Course Search' window with the 'Display' dropdown set to 'Elective' and 'Sort by' set to 'Default'. The 'Search Results - Required Courses' table lists several courses. The 'Selected Courses' section at the bottom indicates that no courses have been selected yet.

Course	Course Title	Cr	Type	Status	Sections	Areas of Study
AH250	Women's Art History	3.00	Lecture	PreReq	1	
AS120	Drawing I	3.00	Lecture	Available	1	
BI200	Cell Biology	4.00	Lecture	Available	1	Major - Molecular Bioscience
BI378	Genetics	4.00	Lecture	Available	1	Major - Molecular Bioscience
BI410	Senior Seminar in Biology	2.00	Lecture	Available	1	Major - Molecular Bioscience
CH251	Organic Chemistry I	4.00	Lecture	PreReq	1	Major - Molecular Bioscience
EN100	Foundations of Composition	3.00	Lecture	Available	3	
EN120	Introduction to Literature	3.00	Lecture	Available	2	

Displaying 1-10 of 10 Course(s)

Selected Courses
Currently you have no selected courses.

Please click the Proceed to Final Step button to register for your courses.

[View Courses](#) [Proceed to Final Step](#)

- 6) Make sure "All Courses" is selected in the Display dropdown.
- 7) You can use the Code text field to enter section id's of the courses you want to find.
- 8) Click on the plus sign to expand a course and see the various sections that are available.

The screenshot shows the 'Course Search' window with the 'Display' dropdown set to 'Elective'. The 'Search Results - Elective Courses' table lists several courses. The 'EN120' course is expanded, showing its sections. The 'Add Section' column is circled in red.

Course	Course Title	Cr	Type	Status	Sections																					
EN120	Introduction to Literature	3.00	Lecture	Available	2																					
<table border="1"> <thead> <tr> <th>Add Section</th> <th>Campus</th> <th>Location</th> <th>Course Schedule</th> <th>Delivery Method</th> <th>Instructor</th> <th>Term Period</th> </tr> </thead> <tbody> <tr> <td>AW</td> <td>CAS</td> <td>CAS HALL:CA307</td> <td>MWF 9:30a-10:20a</td> <td>Onground</td> <td>Fambrough</td> <td>8/22/2007-12/13/2007</td> </tr> <tr> <td>BW</td> <td>CAS</td> <td>CAS HALL:CA307</td> <td>MWF 1:30p-2:20p</td> <td>Onground</td> <td>Fambrough</td> <td>8/22/2007-12/13/2007</td> </tr> </tbody> </table>						Add Section	Campus	Location	Course Schedule	Delivery Method	Instructor	Term Period	AW	CAS	CAS HALL:CA307	MWF 9:30a-10:20a	Onground	Fambrough	8/22/2007-12/13/2007	BW	CAS	CAS HALL:CA307	MWF 1:30p-2:20p	Onground	Fambrough	8/22/2007-12/13/2007
Add Section	Campus	Location	Course Schedule	Delivery Method	Instructor	Term Period																				
AW	CAS	CAS HALL:CA307	MWF 9:30a-10:20a	Onground	Fambrough	8/22/2007-12/13/2007																				
BW	CAS	CAS HALL:CA307	MWF 1:30p-2:20p	Onground	Fambrough	8/22/2007-12/13/2007																				
EN126	Introduction to Dramatic Literature	3.00	Lecture	Available	1																					
EN210	American Literature: Colonial to 1890	3.00	Lecture	Available	1																					

Displaying 1-7 of 7 Course(s)

- 9) From there, you can either click the green plus sign, or drag the hand down to the area below labeled Selected Courses.

Search Results - Elective Courses

Course	Course Title	Cr	Type	Status	Sections	Areas of Study
EN120	Introduction to Literature	3.00	Lecture	Available	2	
EN126	Introduction to Dramatic Literature	3.00	Lecture	Available	1	
EN210	American Literature: Colonial to 1890	3.00	Lecture	Available	1	

Displaying 1-7 of 7 Course(s)

Selected Courses

Please click the Proceed to Final Step button to register for your courses. [View Courses](#) [Proceed to Final Step](#)

Select	Action	Course	Sec	Cr	Campus	Delivery Method	Instructor	Seating	Status	Areas of Study
<input checked="" type="checkbox"/>		EN120	AW	3.0	CAS	Onground	Fambrough	14/20/0	Selected	

- 10) Repeat until you have all the desired courses in the Selected Courses area of the web page. **** Please note that the system will not allow time conflicts to occur. ****

- 11) At any time you may click on the View Courses button next to Proceed to Final Step to view the schedule in a grid.

Register in 3 easy steps: 1 Select 2 View 3 Register

Selected Courses - Calendar View

Week schedules may vary. Select week to navigate Calendar View

Week: Week 1: 8/22/2007 - 8/28/2007

	Sun	Mon	Tue	Wed	Thu	Fri
9am		EN120 9:30a-10:20a		EN120 9:30a-10:20a		EN120 9:30a-10:20a
10am						
11am						
12pm						

Introduction to Literature
Start Date: 8/22/2007
End Date: 12/13/2007

Selected Courses

Please click the Proceed to Final Step button to register for your courses. [Select Courses](#)

Select	Action	Course	Sec	Cr	Campus	Delivery Method	Instructor	Seating	Status	Areas of Study
<input checked="" type="checkbox"/>		EN120	AW	3.0	CAS	Onground	Fambrough	14/20/0	Selected	

- 12) When you do have all the courses in the Selected Courses area you may now click on Proceed to Final Step. **Hint:** You do not have to select all of your courses at once. You may select one or more and then proceed to the Final Step to register for this/these particular courses and then go back to step #7 to select additional courses.

Search Results - Elective Courses

Course	Course Title	Cr	Type	Status	Sections	Areas of Study	
EN120	Introduction to Literature	3.00	Lecture	Available	2		
Add Section							
	AW	CAS	CASEHALL:CA307	MWF 9:30a-10:20a	Onground	Fambrough	8/22/2007-12/13/2007
	BW	CAS	CASEHALL:CA307	MWF 1:30p-2:20p	Onground	Fambrough	8/22/2007-12/13/2007
EN126	Introduction to Dramatic Literature	3.00	Lecture	Available	1		
EN210	American Literature: Colonial to 1890	3.00	Lecture	Available	1		

Displaying 1-7 of 7 Course(s)

Selected Courses

Please click the Proceed to Final Step button to register for your courses.

Select	Action	Course	Sec	Cr	Campus	Delivery Method	Instructor	Seating	Status	Areas of Study
<input checked="" type="checkbox"/>		EN120	AW	3.0	CAS	Onground	Fambrough	14/20/0	Selected	

[View Courses](#) [Proceed to Final Step](#)

- 13) The following page loads, and you can click on Register/Drop Courses to finalize your enrollment. It is very, very important that you complete this step. If you do not click on the Register/Drop courses button, you will not get enrolled you're your course selection(s)!

Register in 3 easy steps: 1 Select 2 View 3 Register

Student Information

Student	Jesse L Kern	Student ID	000054024
Address	223 BROWN AVE.	Student Status	Active
	Oswatimie, KS 66064	Enrollment ID	000054024
		Enrollment Status	Open
		Program	Bachelor of Science
		Start Date	8/23/2006

Please click the Register / Drop Courses button to submit your schedule.

[Return to View Courses](#) or [Register / Drop Courses](#)

Adding Classes

The following classes will be added to your schedule.

Course	Sec	Cr	Campus	Instructor	Seating	Status	Areas of Study
EN120	AW	3.0	CAS	Fambrough	14/20/0	Selected	

- 14) Make sure to review the page that loads after you click on the Register/drop Courses button to check and see if, for some reason, you were not put into any of the courses you selected.