Access “My Portal”

1. Go to www.reedleycollege.edu click on “My Portal”

2. Log In to My Portal

Your username is your SCCCD student ID. Your password is your first initial (upper case), your last initial (lower case), and your 6-digit date of birth.

For example, student John Smith was born on January 1, 1997 and has a student ID number of 0123456. John’s login information would be:

Username: 0123456
Password: Js010197

Be sure to select “Student” as the role to login under as outlined in red.
WebAdvisor Access

3. Click on WebAdvisor link under My Favorite Apps

*NOTE: You may need to update your Communication Preferences first if prompted. Click on Dashboard after successfully submitting your Communication Preferences to get back to My Favorite Apps.

Add personal email and phone number here, and confirm via email and cell number.
Logging in to WebAdvisor

4. Click on Log In and then click on Student Menu

If you have trouble logging into WebAdvisor, utilize the information on the left side of the page.
Registration Section

5. Click on Search/Register for Classes under the Registration section

* Note: You can check for any holds and your registration date by clicking on the Registration Eligibility Information link. Any holds will be found under Hold Status (see below) and information to clear them can be found by clicking on the HOLD and Academic Legends link under the Registration Section. All new students will have an “AR” hold until their assigned registration date. Other holds should be cleared prior to your registration date.

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Reg Date</th>
<th>Hold Status</th>
<th>Registration Standing</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthony Bravo</td>
<td>SU., FA.</td>
<td></td>
<td>GOOD</td>
<td><a href="mailto:AJBravo2@MY.SCCCD.EDU">AJBravo2@MY.SCCCD.EDU</a></td>
</tr>
</tbody>
</table>
6. Select a Term, Location, Subject, enter a Course Number, and then click Submit

*If you get a Red Error Message (see example below) after clicking Submit, it means that course is not offered in the “Location” and you need to select a different “Location”. For example, if you select “RC 100% Online” for the “Location”, and receive the Red Error Message, it means that course is not offered online.

No classes meeting the search criteria have been found.
7. Click on the blue links under “Section Name and Title” for full class information to avoid registration errors. This will show additional lab times or important class notes located at the bottom of the class detail page.

*Next slide shows full class information view.*

<table>
<thead>
<tr>
<th>Select</th>
<th>Term</th>
<th>Status</th>
<th>Section Name and Title</th>
<th>Location</th>
<th>Meeting Information</th>
<th>Faculty</th>
<th>Available/Capacity/Waitlist</th>
<th>Credits</th>
<th>Special Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fall 2020</td>
<td>Open</td>
<td>ENGL-1A-51495 651495</td>
<td>Reedley College</td>
<td>08/11/2020-12/10/2020 Lecture Tuesday, Thursday 10:00AM - 11:50AM, Social Science, Room 35</td>
<td>H. Paul</td>
<td>3/15/0 4.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fall 2020</td>
<td>Open</td>
<td>ENGL-1A-52830 62830</td>
<td>Reedley College</td>
<td>08/10/2020-12/11/2020 Lecture Monday, Friday 08:00AM - 09:50AM, Classroom Complex I, Room 202</td>
<td>A. Connell</td>
<td>20/30/0 4.00</td>
<td>Must also enroll in ENGL-205-50512</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fall 2020</td>
<td>Open</td>
<td>ENGL-1A-52837 62837</td>
<td>Reedley College</td>
<td>08/10/2020-12/11/2020 Lecture Monday 10:00AM - 11:50AM, Social Science, Room 35 (more)…</td>
<td>L. Levine</td>
<td>23/30/0 4.00</td>
<td>Must also enroll in ENGL-205-50513</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fall 2020</td>
<td>Open</td>
<td>ENGL-1A-52832 62832</td>
<td>Reedley College</td>
<td>08/10/2020-12/11/2020 Lecture Monday 01:00PM - 02:50PM, Portable Classrooms, Room 2 (more)…</td>
<td>J. Thumser</td>
<td>27/30/0 4.00</td>
<td>Must also enroll in ENGL-205-00514</td>
<td></td>
</tr>
</tbody>
</table>

*Status: “Open”, the class is available to register; “Closed”, the class if full and a waitlist has not been started. You can waitlist for a class listed as “Closed” or “Waitlist” by choosing the “Waitlist” action on the drop down menu once the class is in the “My Cart” page.

8. Check mark the course you would like to take then click at the bottom of the page.
Class Information View

***Be sure to review “Meeting Information” for class meeting dates/times and “Important Class Notes” for important information for that courses section number.

<table>
<thead>
<tr>
<th>Title</th>
<th>READ &amp; COMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course</td>
<td>ENGL-1A-52835</td>
</tr>
<tr>
<td>Section Number</td>
<td></td>
</tr>
</tbody>
</table>

**Description**
Students will read, analyze, and compose college-level prose, with emphasis on the expository, study writing as a process: explore different composing structures and strategies; edit and revise their own writing; and conduct research (gather, organize, evaluate, integrate, and document information), culminating in a term research paper and annotated bibliography. Students will write a minimum of 6,000 words in formal academic language. PREREQUISITES: English 132 or multiple measures’ placement. (A: CSU-GE, UC, I) (C-ID ENGL 100)

<table>
<thead>
<tr>
<th>Credits</th>
<th>4.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEUs</td>
<td></td>
</tr>
<tr>
<td>Term</td>
<td>2020FA Fall 2020</td>
</tr>
<tr>
<td>Start Date</td>
<td>10 August 2020</td>
</tr>
<tr>
<td>End Date</td>
<td>11 December 2020</td>
</tr>
</tbody>
</table>

**Academic Level**
UG - Undergraduate

**Meeting Information**
08/10/2020-12/11/2020 Lecture Monday, Friday 08:00AM - 09:50AM, Classroom Complex I, Room 202

**Faculty**
Anya H. Connelly
Phone
Extension
E-mail address
arya.connelly@reedleycollege.edu

**Instructional Method**
Lecture

**Requisite Courses**
- PREREQUISITES: English 132 or multiple measures’ placement. Take either previously or concurrently Required

**Supplies**
None

**View Book Information**

**IMPORTANT CLASS NOTES***
(Students enrolling in this class must also enroll in ENGL-205-50512.)
9. Choose an action from the drop down menu: Register or Waitlist

10. Check mark the box and then click **Submit** to register.

* A **Red Error Message** means that your selected “Action” did not go through. Review/resolve the error message and repeat steps 9 and 10 to register (example of a **Red Error Message** below).

**BIOL-5-36957 - BIOL-5-36957 conflicts with COMM-1-37844**
Registration Reminders - Locations

• Locations
  - **Reedley Hybrid** – combination of online instruction and scheduled in-person class instruction
  - **RC 100% Online** – no scheduled in-person class instruction
  - **Reedley College** – scheduled in person class instruction on campus

<table>
<thead>
<tr>
<th>Term*</th>
<th>Fall 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location*</td>
<td>Reedley College</td>
</tr>
<tr>
<td></td>
<td>RC Hybrid</td>
</tr>
<tr>
<td></td>
<td>RC 100% Online</td>
</tr>
<tr>
<td></td>
<td>Reedley College</td>
</tr>
</tbody>
</table>

**NOTE:** You can select a different campus Location and search/register for classes at another campus. For example; selecting Clovis Community College for your Location will bring up courses offered at that campus.
Registration Reminders

- English & Math Corequisites – search for both courses and you must register for assigned corequisite course.

If you do not need the corequisite, be sure to register for a section that does not require the corequisite.
Helpful Tips

• Make sure to click on the class title link for complete course information such as lab times or specific meeting times, special programs, class notes
• Use the schedule worksheet (pencil is best) to avoid time conflicts and write down the section numbers and unit count as you go
• Search for 1-2 classes at a time to avoid timing out, taking a long time to search before adding classes to your cart could cause you to receive an error message
• Look for special comments in the last column; Reedley College students should avoid classes with sections starting with a “9” as they are held for special programs/cohorts
• Look for “Open” and classes with short waitlists; “Closed” means a waitlist has not started and you will be the first on the waitlist.
• Hybrid and Online classes are often available in a different section, you have to change the “location” to search for them
For Further Assistance

Visit [www.reedleycollege.edu](http://www.reedleycollege.edu)

For additional resources including live help and contact information.

Remember to check your SCCCD email for important information from the college before classes begin.

Phone: 559.638.0311
Email: rc.outreach@reedleycollege.edu

995 N Reed Ave
Reedley CA 93654