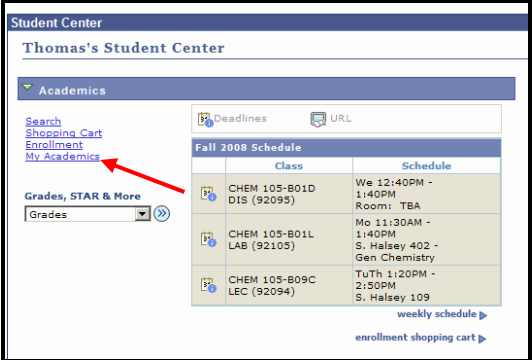
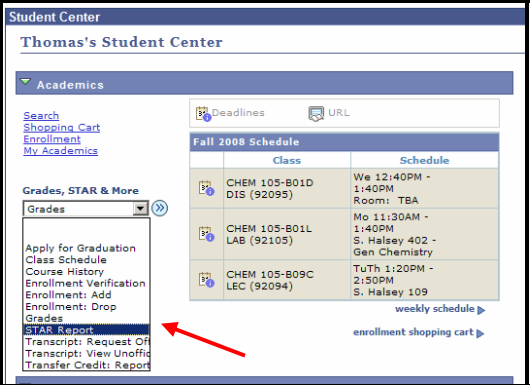
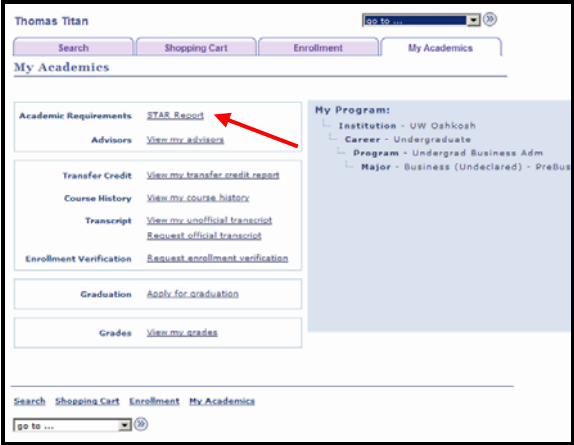
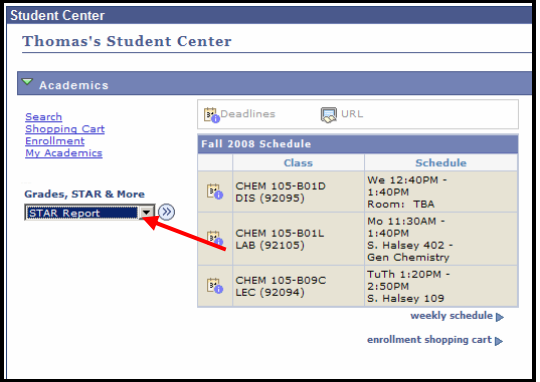
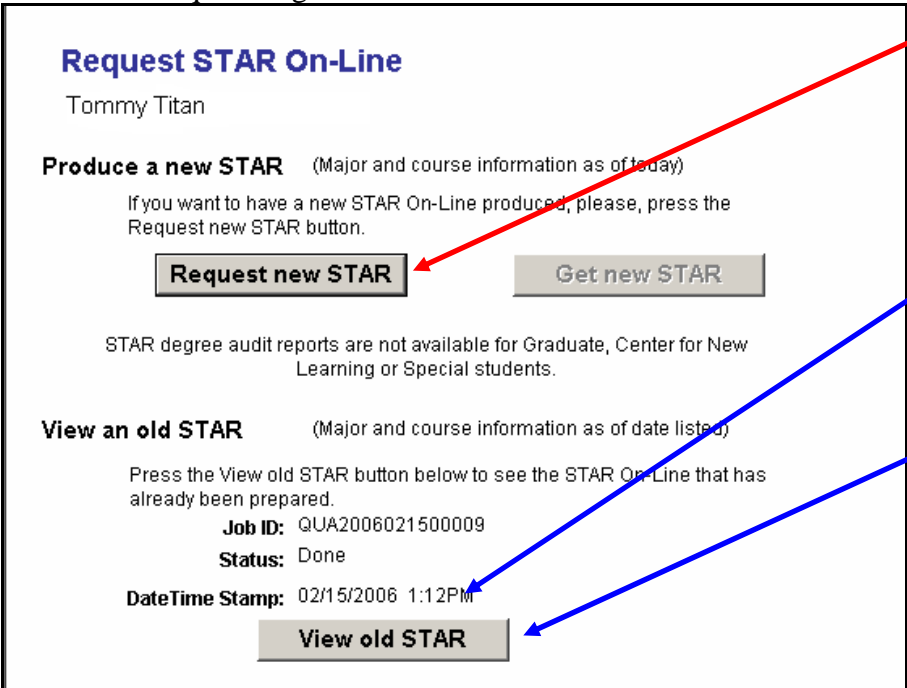


Viewing a STAR Report from Titan Web

Step	Action	Result
1.		
2.	<p>From the Student Center select My Academics or select STAR Report from the Grades, STAR & More drop down menu.</p>	
3.		
4.	<p>From My Academics select STAR Report or click the go button on the Grades, STAR & more drop down box.</p>	

Step	Action	Result
5.	<p>The STAR Request Page looks like this:</p> 	<p>Click this button to initiate processing of your STAR</p> <p>Time Stamp for Old STAR data</p> <p>Click this button to see an old STAR. Data will be accurate through the time stamp date.</p>
6.	<p>Produce a new STAR section</p> <p>To get a STAR with current information:</p> <ul style="list-style-type: none"> • Click on the Request new STAR button. • The processing status of your request is now displayed in the View old STAR section of the page. • Wait about 30 seconds and click on the Get new STAR button. • If your STAR does not appear wait 30 seconds and try again. • The audit to will return to your screen. <p>View an old STAR section</p> <p>To view a STAR that has already been processed with the data current as of the Time Stamp:</p> <ul style="list-style-type: none"> • Click on the View old STAR 	<p>Special note about the data contained in your STAR:</p> <p>Your course history, major, grades and other data needed by your STAR is refreshed only when you process a New STAR. It is recommended that you use the Request new STAR button in most cases to be sure that your date is as up to date as possible</p> <p>The View old STAR button exists to give you a back-up copy of your STAR. This option should only be used if you are absolutely sure the have not been any changes to your record since the Time Stamp date or if there is some technical problem that prevents a new STAR request from finishing its processing.</p>

Step	Action	Result
7.	<p>Request STAR On-Line</p> <p>Tommy Titan</p> <p>Produce a new STAR (Major and course information as of today)</p> <p>Your request has been submitted. Your STAR On-Line is waiting to be processed. Please, wait a minute and then press the Get new STAR button.</p> <p style="text-align: center;"> <input type="button" value="Request new STAR"/> <input type="button" value="Get new STAR"/> </p> <p>STAR degree audit reports are not available for Graduate, Center for New Learning or Special students.</p> <p>View an old STAR (Major and course information as of date listed)</p> <p>The last STAR On-Line you requested has not been prepared yet.</p> <p>Job ID: QUA2006021500010 Status: Submitted - Waiting in Queue DateTime Stamp: 02/15/2006 2:20PM</p> <p style="text-align: center;"><input type="button" value="View old STAR"/></p>	<div style="border: 1px solid red; padding: 5px; margin-bottom: 10px;"> <p>Click to view your new STAR. You <u>must</u> click this button to see your STAR it will not automatically appear on your screen.</p> </div> <div style="border: 1px solid red; padding: 5px;"> <p>When the Get new STAR button is active, the processing status of your request is displayed here. Clicking the Get new STAR will refresh the status or return your new STAR to the screen.</p> </div>
8.	<p>Your STAR will look like this:</p> <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> <p>STAR On-Line</p> <p>Tommy Titan</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>PREPARED: 08/19/05 - 15:44 Graduation date: Adv:</p> <p>PROGRAM CODE: 223122216</p> <p>Prg: 223122216/2000 //2000 /N-61002 /2000 /N-6</p> <p>BACHELOR OF FINE ARTS DEGREE - COLLEGE OF LETTERS AND SCIENCE</p> <p style="text-align: center;">FINE ARTS (GRAPHIC COMMUNICATIONS) MAJOR</p> <p>=====</p> <p>>>>> ALL REQUIREMENTS COMPLETED --- IN-PROGRESS COURSES USED <<<<</p> <p>=====</p> <p>IN-PROGRESS COURSES (IPLIST)</p> <p>ADJUSTMENTS TO THE COURSE REGISTRATIONS LISTED BELOW OR COURSES NOT COMPLETED SUCCESSFULLY WILL CHANGE THE STATUS OF THIS REPORT. COURSES CURRENTLY BEING REPEATED WILL NOT BE LISTED WITH THE IN-PROGRESS COURSES BUT WILL BE LISTED IN THE REQUIREMENT TO WHICH THEY APPLY.</p> <p>-----</p> <p>0454 22-203 3.00 .00 IP Art: Concepts & Creations (HU</p> </div> </div>	
9.	<p>To print a copy of your STAR click on the print icon in your browser bar</p> <p>-OR-</p> <p>Use from the menu File > Print</p> <p>Special Note: If your STAR does not return to the screen you can exit the STAR Request page without stopping the processing attempt. If the system completes the request you can use the View old STAR button to view the STAR when you come back to Titan Web. Please take note of the Time Stamp.</p>	<p>STAR Report will print to your local printer.</p> <p>Caution! If printing in a computer lab, retrieve your report immediately! It contains private information.</p>