

Student Center from One.IU – Quick Guide

Go to: one.iu.edu or 1.iu.edu.


Select your **Campus** and **Role (Student)**.

- Choose a task from the *Most Popular* list
- OR - Use the search feature to search for any task (for example, “*view grades*”).

You will be asked to log in with your **Username** and **Passphrase**.

At any time, click the **One.IU** logo to return to the main page.

Search for Classes

1. In the **Search** bar, type, “*search courses*.”
2. Click **Search Courses (Login Required)**.
3. Select the **Campus**.
4. Select the **Degree Level**.
5. In the **Offered** box, select the term for which you want to take the course.
6. Type in the course subject and/or course number.
7. Click .


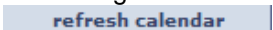
View Advisors

1. In the **Search** bar, type “*advisor*.”
2. Click **Advisor**.

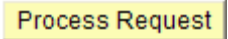
View Holds on Your Record

1. In the **Search** bar, type “*holds*.”
2. Click **Record Holds**.
3. For more information on the Hold item, click [Details](#).


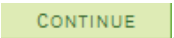
View Class Schedule Details

1. In the **Search** bar, type “*class schedule*.”
2. Click **My Class Schedule**.
3. Select a **Term**, if necessary, and click .
4. You can select **Weekly Calendar View** and change the dates and times; then click .

View Your Advisement (Degree Progress) Report

1. In the **Search** bar, type “*degree progress report*.”
2. Click **Degree Progress Report**.
3. Select the **Institution** and **Report Type** (select the **Academic Program** if applicable).
4. Click .

View Grades

1. In the **Search** bar, type “*grades*.”
2. Click **Grades**.
3. Click  to select a different term.
4. Click .

View Transfer, Test or Other Credit


1. In the **Search** bar, type, “*test credit*” or “*transfer credit*.”
2. Click **Test credits reports** or **Transfer Credits**.

View Personal Information


1. In the **Search** bar, type “*personal information*” or “*change name*.”
2. Click **Change name (students)** or **Personal information (students)**.
3. Select the tab you want to view (*addresses, names, phone numbers, email addresses, etc.*).

Other Information

Add a task to My Favorites in One.IU

1. Search for a task.
2. When you locate the task, click  on the task icon.
3. Log in, if prompted.
4. You will see your favorites listed under the **My Favorites** heading. If you are already logged in, click on the **One.IU** logo to view your favorites.

View Task Details in One.IU

1. Search for a task.
2. When you locate the task, click  on the task icon. A description, resources and screenshots for that task will display.

Categories in One.IU

You can also select **Academics**, **Enrollment**, **Personal Information** or any item from the **Categories** list (on the left) to filter the task icons that will display.