

Login to SRC Online

1. Go to <http://srconline.src.edu/>. (**Note:** As of January 5th, the Blackboard link on the SRC website will be replaced with “SRC Online”.)
2. Enter your username and password...

a. Your username format is **firstname.lastname**.






NOTE: If that username has already been assigned to another person, a number will be added to the end (*Example:* john.smith.1). Your first name will be the official first name or “preferred name” you supplied on your admissions application.

b. Your password is your first initial, last initial (both lower case) and the last four numbers of your social security number. *Example:* js6789.

c. If you are having difficulties, please contact the Help Desk at 309-649-6381(NET1) or email: techhelp@src.edu. For the most current information regarding login information, please visit MySRC and click on the ‘Help’ tab: <https://portal.src.edu/ics/Help/>

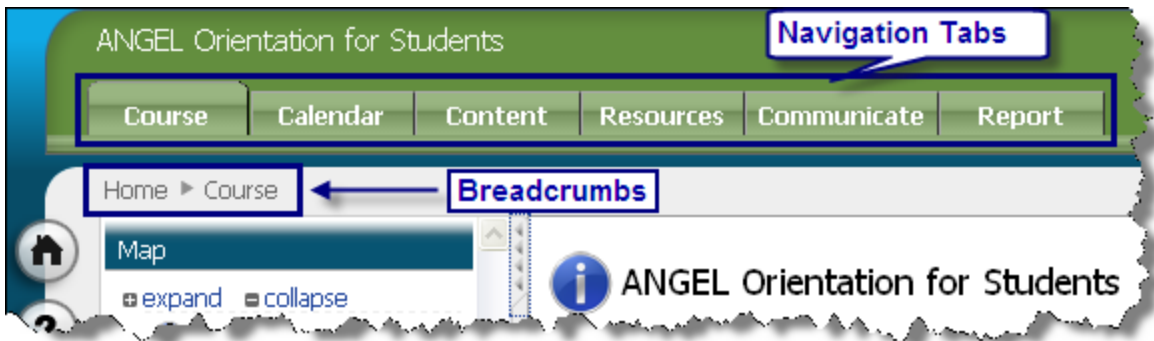


3. Once you login, you will be on the Home screen. You should see your name displayed in a green box in the upper right corner.
4. On the left, you will see a box called **Courses**; the only courses that are visible here are those courses that you have been enrolled in. These can be face-to-face or online courses.
5. On the far left, you will see five icon buttons:

| Icon | Name - Description |
|---|--|
|  | Home – Returns you to your home page |
|  | Help – Displays ANGEL online help, guides, and resources |
|  | Log Off – Logs you out of the ANGEL environment |
|  | Personal Preferences – Provides access to personal information and password. Click on System Settings and enter an alternate email address to have your course mail forwarded. It's important to change your password! |
|  | ANGEL IM – Opens the online ANGEL instant messenger |

Navigating within ANGEL

ANGEL is a Learning Management System (LMS). This LMS is what allows you to access your courses on SRC Online. The following tabs are available for each course:



The **Course** tab is the “dashboard” into your course. The tools on this tab let you see your level of participation in the course, check your grades, view discussions and announcements, and perform other basic tasks related to the course.

The **Calendar** tab displays events that have been assigned or **Milestones** within the course (such as exams or assignment due dates).

The **Content** tab provides access to all of the course content and other course information that has been created and posted for the course.

The **Resources** tab provides a set of helpful resources made available by the course’s instructor. These items can include a syllabus, links to Web sites related to the course, institutional resources such as library records, a Web search tool, and others.

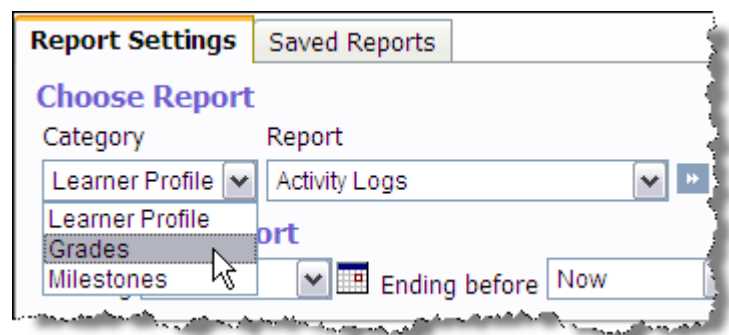
The **Communicate** tab displays tools that let you communicate with others in the course via e-mail and discussion groups. The tab also provides a course roster and displays any course related news, events, or announcements.

The **Report** tab’s tools enable you to generate and save various types of reports related to the course, such as reports on your grades or course milestone achievement.

Checking your grades

After clicking on the link to open a specific course, click on the **Report** tab.

- In the “Category” drop-down menu, click on **Grades**.
- Click on the **Run** button to see your individual grades for assignments, category averages and cumulative total of your grades as well as the class average.



Additionally, you can also see a “quick view” of your grades on the course home page. You should see a box called “Grades”. The location on the page could vary from course to course. This box will display an overall percentage for each grade category (ex. Homework, exams, and projects). By clicking on the bars, you will link to the Reports tab where you can run a report to see detailed grades results (as noted above).