

My.Butler log-in page looks different now.

BUTLER
UNIVERSITY

Login
with your Butler username and password

Username

Password

Login

• [New to Butler?](#)

Questions? Please contact the Help Desk at 940-HELP (4357) or itrequest.butler.edu

My.Butler landing page looks different, too.

Click on **Advisor Center** or **Faculty Center** or the large icon under the **Academic Tools** column.

Welcome to My.Butler

If you are being directed to an Oracle login page, please clear your web browser cache. For instructions, go to google.com, type the name of your web browser followed by "clear browser cache." Hit Enter and follow the instructions provided. Then, try accessing my.butler.edu again.

By clicking on any link below you agree to the [Terms and Conditions](#) of use. If you do not agree to these terms and conditions you should immediately log out of the Butler portal.

Academic Tools



PeopleSoft Campus Solutions

This set of tools provides access, based on your own permissions, to the student information system. Or, click on one of the icons below to go directly to a specific PeopleSoft interior page.



Self Service Student Homepage



Advisor Center



Faculty Center

Employee Tools



PeopleSoft HR / Payroll

This set of tools provides access to the PeopleSoft Human Resources and Payroll tools needed by employees of the University. Or, click on one of the icons below to go directly to a specific PeopleSoft interior page.



Timesheet



Webclock



View Paycheck

Financial Tools



PeopleSoft Financials

For those who work in the University's financial system, this set of tools facilitates vouchers, requisitions, and more. Or, click on one of the icons below to go directly to a specific PeopleSoft interior page.



Financials Worklist



AP Voucher Entry



Financials Query Viewer

Quick Links



Popular Butler Sites

These quick links will help you easily navigate to popular Butler websites, systems and informational pages. Those most often visited are provided below for even faster access.



Butler University



Connection

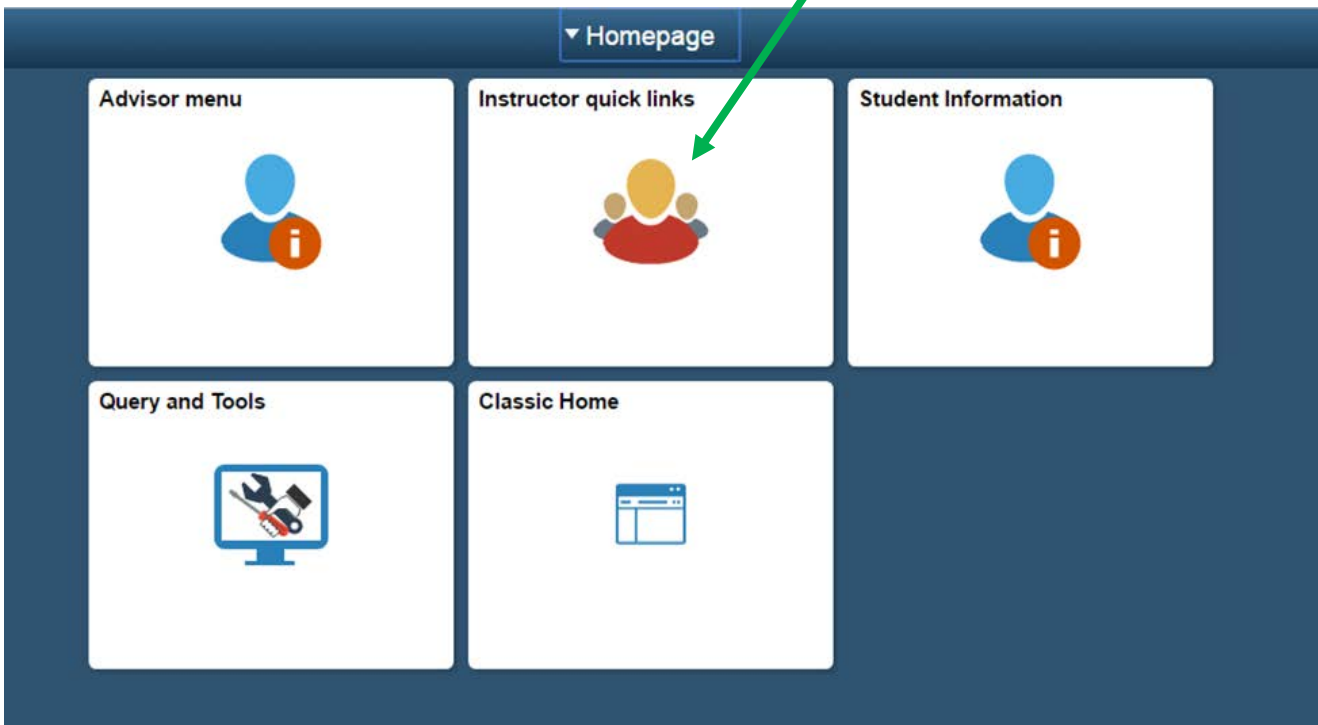


Butler Mail

The system Homepage will look something like this. You may have more or less tiles.

If you get lost with the new navigation, you can always click on the **Homepage** and then **Classic Home**. The navigation will have the “old look.”

Click on **Instructor Quick Links** to go straight to your schedule.



There are quick links on the left side of the Instructor page, with your schedule on the right.

A screenshot of the 'Instructor' page. The top navigation bar includes 'Homepage', 'Instructor', and home/menu icons. A sidebar on the left lists navigation options: Faculty Center, My Schedule (highlighted), Class Roster, Grade Roster, Class Permission Numbers, Assign Addl LMS Instructors, Student Study List, Class Roster, Late Drop Add Enroll Request, and Late Drop Add Delegate. The main content area shows 'Faculty Center' tabs, 'My Schedule' links, and a 'My Teaching Schedule' table for Fall 2017 at Butler University.

Faculty Center | Advisor Center | Search

My Schedule | Class Roster | Grade Roster

Faculty Center

My Schedule

Fall 2017 | Butler University Change Term

Select display option

Show All Classes Show Enrolled Classes Only

Icon Legend Class Roster Grade Roster Learning Management

My Teaching Schedule > Fall 2017 > Butler University

Personalize | View All | 21 | First 1 of 4 Last

Class	Class Title	Enrolled	Days & Times	Room	Class Dates
ED 112-02 (2076)	Intro to Profession of Tchng (Lecture)	20	Mo 1:00PM - 3:30PM	Jordan Hall, Room 336C	Aug 23, 2017- Dec 15, 2017
ED 245-02 (2054)	Intro to Computers in Educ (Lecture)	20	We 1:00PM - 3:30PM	Pharmacy & HS Bldg room 150	Aug 23, 2017- Dec 15, 2017
ED 299-01 (2133)	Integrated Core II Block (Lecture)	24	TuTh 9:00AM - 12:50PM	Jordan Hall, Room 203	Aug 23, 2017- Dec 15, 2017
ED 499-01 (4050)	Honors Thesis (Thesis Research)	1	TBA	TBA	Aug 23, 2017- Dec 15, 2017

View Weekly Teaching Schedule

Early Term Grades/Mid-Term Grades

Early Term Grades will now be Mid-Term Grades.

You will go to your schedule and access them the same way you do for Final Grades.

(Instructor Quick Links, My Schedule) Click on the **Grade Roster** icon.



Faculty Center | Advisor Center | Search

My Schedule | Class Roster | **Grade Roster**

Faculty Center

My Schedule

Fall 2017 | Butler University Change Term

Select display option
 Show All Classes Show Enrolled Classes Only

Person Legend Class Roster Grade Roster Learning Management

My Teaching Schedule > Fall 2017 > Butler University

Personalize | View All | First 1-4 of 4 Last

	Class	Class Title	Enrolled	Days & Times	Room	Class Dates
	ED 112-02 (2076)	Intro to Profession of Tchng (Lecture)	20	Mo 1:00PM - 3:30PM	Jordan Hall, Room 336C	Aug 23, 2017- Dec 15, 2017
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	ED 499-01 (4050)	Honors Thesis (Thesis Research)	1	TBA	TBA	Aug 23, 2017- Dec 15, 2017

View Weekly Teaching Schedule

The Grade Roster Type will be **Mid-Term Grade**. When **Final Grades** are due, you will need to select **Final Grade**.

Display Options

*Grade Roster Type: **Mid-Term Grade**

Display Unassigned Roster Grade Only

Grade Roster Action

*Approval Status: Not Reviewed

Student Grade | Transcript Note

ID	Name	Roster Grade	Official Grade	Grading Basis	Program and Plan	Level
<input type="checkbox"/> 1 400				ABC	UG Liberal Arts and Sciences - Exploratory	Sophomore
<input type="checkbox"/> 2 400		Mid-Term Grade		ABC	UG Education - Middle/Secondary Education/UG Teacher License Candidate	First-Year
<input type="checkbox"/> 3 400		A		ABC	UG Education - Elementary Education/Diverse Learners/UG Teacher License Candidate	First-Year
<input type="checkbox"/> 4 400		B+		ABC	UG Education - Exploratory COE/UG Teacher License Candidate	First-Year
<input type="checkbox"/> 5 400		B-		ABC	UG Education - Middle/Secondary Education/UG Teacher License Candidate	First-Year
<input type="checkbox"/> 6 400		C+		ABC	UG Education - Middle/Secondary Education/UG Teacher License Candidate	First-Year
<input type="checkbox"/> 7 400		D		ABC	UG Liberal Arts and Sciences - Exploratory	Sophomore
<input type="checkbox"/> 8 400		D-		ABC	UG College of Communication - Sports Media	First-Year
<input type="checkbox"/> 9 400		F		ABC	UG Education - Middle/Secondary Education/UG Teacher License Candidate	First-Year
		I				

Final Grades – Select **Final Grade** from the Grade Roster type

Display Options <input type="checkbox"/> Display Unassigned Roster Grade Only *Grade Roster Type Final Grade Mid-Term Grade	Grade Roster Action *Approval Status Not Reviewed <input type="button" value="Save"/>
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Personalize | Find | | First 1-34 of 34 Last

Student Grade	Transcript Note	ID	Name	Roster Grade	Official Grade	Grading Basis	Program and Plan	Level
<input type="checkbox"/>		1 400xxxxxx	Student 1	<input type="button" value="v"/>		ABC	UG Liberal Arts and Sciences - Biochemistry	Junior
<input type="checkbox"/>		2 400xxxxxx	Student 2	<input type="button" value="v"/>		ABC	UG Liberal Arts and Sciences - Biology B.S.	Junior

Be sure to set roster status to **Approved** when finished.