
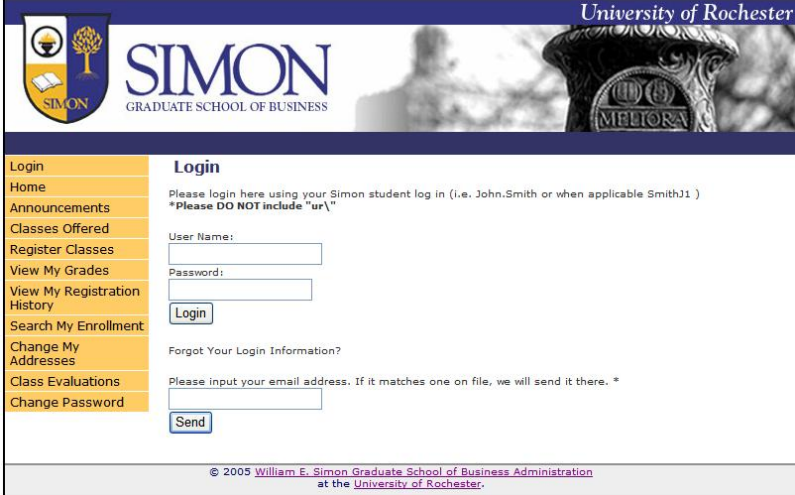


Quick Reference Guide – How to Login to Online Resources

Simon School – University of Rochester

Application	Login
<p>Simon Exchange http://simonexchange.rochester.edu Central web portal for faculty, staff and students</p> 	<p>Simon IT creates your username (first name.last name) and password and sends it to your personal e-mail account. You log into Simon Exchange with the same username and password as your e-mail address. Use “ur\” before entering user name.</p> <p>Password issues? Check with Simon IT support@simon.rochester.edu or 585-275-4407.</p>
<p>Darden Student Information System For Students - to register for classes, check grades, update address</p> 	<p>Simon IT creates your username (first name.last name) and password and sends it to your personal e-mail account. You log into Simon Exchange with the same username and password as your e-mail address. Do not use “ur\” before entering user name.</p> <p>Password issues? Check with Simon IT support@simon.rochester.edu or 585-275-4407.</p>

Darden Online Grading

For Faculty

Step 1 – log into Simon Exchange at <http://simonexchange.rochester.edu>



Step 2 - select "Faculty" on the blue panel to the left



Simon IT creates your username (first name.last name) and password and sends it to your personal e-mail account. You log into Simon Exchange with the same username and password as your e-mail address. Use "ur\" before entering user name.

Password issues? Check with Simon IT support@simon.rochester.edu or 585-275-4407.

Step 3 - select "Online Grading" under Teaching

Teaching

Photo Roster

Simon Registrar's Office

New public website for the Simon School Registrar's Office

Class Enrollment

Online Grading 

Case Repository

Committee on Teaching and Learning

Blackboard 9

Summer 2010 courses (except BRN) are on Bb9, <http://learn.roch>

Bb8, <http://my.rochester.edu>

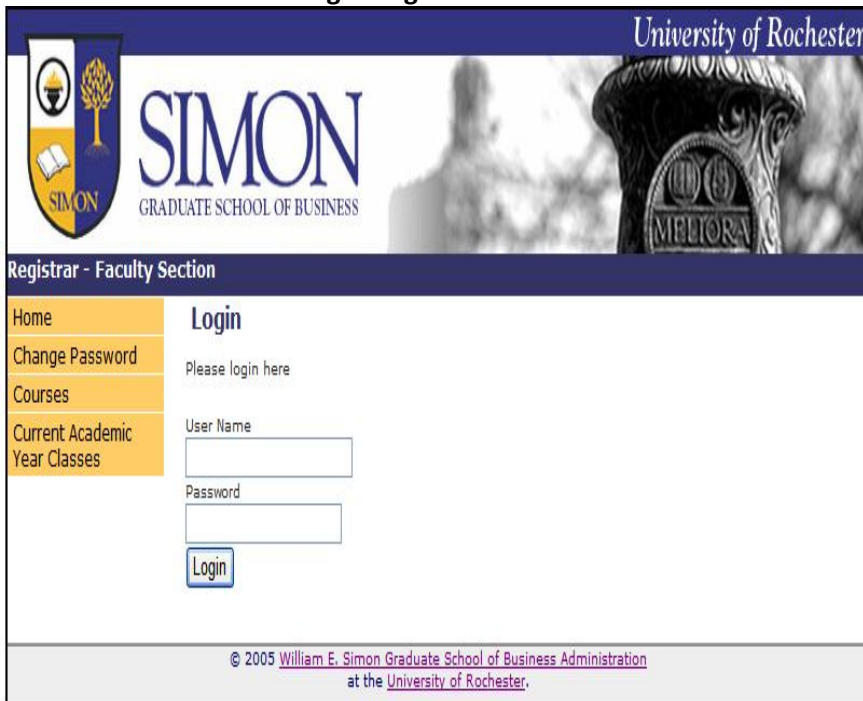
"All Classes" Listing

Pre-Blackboard coursework materials from Spring quarter 2007 - F on Simon Exchange during Fall 2009.

"My Classes" Listing

Pre-Blackboard coursework materials from Spring quarter 2007 - F

You will see Darden online grading



Note: Simon PhD students who teach courses (labs) require a different login to Simon Exchange. They are added to the PhD SharePoint Group SPG.

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Blackboard

For Faculty, Students



Students

-your Blackboard account will be created once your course registrations upload from the University's Student Record System (ISIS) to Blackboard. They will not upload to Blackboard if you have a Bursar hold. After the Bursar hold is released, your courses will upload to Blackboard.

-after your courses upload to Blackboard, you will receive an e-mail from the Blackboard Administrator with your NET ID and the activation link for your NET ID.

-you log into Blackboard with your NET ID and password.

Some exceptions:

-URMC AD is usually used to login in to Blackboard if you are a URMC employee and a student.

-A local Blackboard account is created for some users to log in to Blackboard.

-A Blackboard account will be created for access to URePay. You will be able to see your course sites when your registration uploads to Blackboard.

Your NetID is the key to a variety of online services at the University of Rochester. This service is part of a University authentication/security measure to ensure that accounts are managed more securely across the campuses.

Important Information

E-mail Accounts

- **For new MBA, MS, Executive MBA, BERN MBA, PhD and non-matriculated students**

Admissions sends a list of new students to Simon IT. Simon IT creates your e-mail account and password and sends it to your personal email address.

- **New Staff** – employee's department notifies Simon IT of new staff and requests e-mail account. The department or Simon IT sends the employee Simon e-mail account information to their personal email address.
- **New Faculty** – Associate Dean's Office notifies Simon IT of new faculty and requests e-mail account. The Associate Dean's Office or Simon IT sends the faculty member Simon e-mail account to their personal email address.

ID Numbers

- **Students** – your Student ID (also known as your University ID or URID) is an eight-digit number used to identify you as a University of Rochester student.
<http://www.rochester.edu/its/netid/studentid.html>
- **Faculty/Staff** - your URID is an eight-digit number (attached to your NETID) and your employee ID is a six-digit number used to identify you as a University employee. Both numbers appear on HRMS.