Introduction

Congratulations on your enrollment to TTUISD. After receiving your login information, you can access your Course Portal account by visiting www.courseportal.uc.ttu.edu. The information below will guide you through the Course Portal home page and explain several aspects of the site for you to use.
Home Page

After entering your credentials on the login page, you will be directed to the Course Portal home page (See Figure 1). This page is divided into several sections:

1. TTUISD/TTU Resources sidebar
2. Course Portal Icon descriptions
3. List of Enrolled Courses
4. Account Management links
5. Search Functionality

See Figure 1 below
1. TTUISD/TTU Resources Sidebar

The resources sidebar contains several links that allow for navigation and task completion within the TTUISD and TTU systems. Some of the links provided include:

I. TTUISD Home  
   a. Directs you to the TTUISD home page  

II. Policies and Forms  
   a. Provides a list of different TTUISD forms and policy information  

III. Request a Withdrawal  
   a. Presents you with a form for withdrawing from a course  

IV. Libraries  
   a. Directs you to a list of Libraries at TTU  

To better familiarize yourself with the Course Portal, cycle through the other links provided in the sidebar.

2. Course Portal Icon Descriptions

This section of the home page provides a legend and description for the icons used within the portal. Observe each icon and read its following description to successfully navigate the Course Portal.

Beneath the last icon description, there is information pertaining to requesting an extension if your course has expired. In addition, there is also a link to the TTUISD Policies and Procedures that you may read at your convenience and a link to contact TTUISD if necessary.
3. List of Enrolled Courses

On the right side of the home page, you can see a list of the courses that you are currently enrolled in. In addition to the course name(s), this section also shows when the course expires, if the course has been completed, and what actions you can perform for each course via the icons. If you have both online and print based courses, this part of the home page will delineate which courses are grouped under the appropriate category.

4. Account Management Links

Beneath the list of enrolled courses (3) are two links; “change password” and “logout”. To change your password, click the “change password” link and completely fill out the information on the following page. After you enter your “current password” and “new password”, click the “Submit” button to apply your changes. To log out of your Course Portal account, simply click the “logout” link.

5. Search Functionality

Beneath the account management links (4) is the search functionality for the Course Portal. To initiate a search, simply click inside the search box, type your inquiry, and click “Go”. If you would like to condense or specify the results of your search, you may choose any of the four filters shown beneath the search bar to be directed to the appropriate filtered site.

If you have any additional questions about the Course Portal home page or have trouble logging into the Course Portal, contact TTUISD by emailing us at ttuisd@ttu.edu or by calling us at 800.692.6877.