* Find E-mail Address:*
My.fiu.edu > PID > password > sign in > e-mail address will be listed under Personal Information.

*Check E-mail:*
Panthermail.fiu.edu > FIU username (the first half of your e-mail, eg: bcher003) > password > Sign in. FIU e-mail is powered through Gmail.
OR
My.fiu.edu > PID > password > sign in > click on “My Inbox” link on bottom left.

* Change Password:*
Myaccounts.fiu.edu > forgot your password > enter PID > click “reset password” > answer the security questions > change your password by following the stated criteria.

* Class Schedule:*
My.fiu.edu > PID > password > sign in > find “other academic” in the middle of the page next to your schedule > select class schedule > select term > click continue > view class schedule.

* Enrollment: Add, Drop, and Swap*
My.Fiu.edu > PID > password > sign in > find “other academic” dropdown menu in the middle of the page next to your schedule > select function (add, drop, or swap) > make sure the highlighted tabs at the top of the page are what you want > follow the prompt to complete enrolling.

* Search for a Class*
My.Fiu.edu > PID > password > sign in > click the “search” link in the middle of the page > Specify term/ semester, location/ campus:
- Class Search – specific class: Enter Course Subject (ENC, MAT, PSY) and Course Number (1930, 1033, 2012). Click search.
- Class Search – specific department: Select Subject Group (department) and Course Career as Undergraduate. Click search.
- Class Search – specific times: Class Meeting Times, specify Times (Meeting Start Time & Meeting End Times), Days, Mode of Instruction, and/or Site. Click search.
- Put a class in your shopping cart by clicking “Select Class” next to the specific section.
* Panther Degree Audit:  
My.fiu.edu > PID > password > sign in > find “other academic” dropdown menu in the middle of the page next to your schedule > select Panther Degree Audit > Click arrow > Expand All at top of page to view graduation requirements. To print, select “view report as pdf”

* MajorMap:  
Specific Major: Mymajor.fiu.edu > enter specific name of major in the bottom box > click “Go”  
Not Specific Major: Mymajor.fiu.edu > All areas of interest or by college/school > click “Go”  
Outlines major requirements semester by semester.

* Meet your Academic Advisor  
My.fiu.edu > PID > Password > Sign In > Find “Academic Advisement” select my_eAdvisor Student Dashboard > click on “meet your advisor”  
• Through my_eAdvisor, you are able to schedule appointments with your department advisor, receive alerts, and view other specific information.

* My e_Advisor:  
My.fiu.edu > PID > password > sign in > click “My e_Advisor Student Dashboard” on the left side of the screen:  
MyMajor: Outlines the major map with the completed degree applicable courses  
Alerts: Indicates any at-risk status for students  
Messages: Direct communication with the student and the academic advisor (like e-mail)  
Advisor Notes: Advisors write down notes from advising meetings so students can go back and reference the topics discussed and classes for next semester.  
Appointment Request: “Request an appointment with my academic advisor” > Select a time and date that works for you > Click on “reserve appointment”.  
Resources: Outlines additional Graduation Success Initiative resources.

*Unofficial and or official transcript:  
My.fiu.edu > PID > password > find “other academic” dropdown menu in the middle of the page next to your schedule > select either transcript: request official or transcript: view unofficial > click arrow next to other academic > scroll down to report type > select the triangle then click on UGRD/GRAD RECORD.

* Grades  
My.Fiu.edu > PID > password > find “other academic” dropdown menu in the middle next to your schedule > click on the little triangle > select grades > select the semester
* My Academic Planner
My.fiu.edu > PID > password > sign in > select the My Planner link > select the classes from either your PDA or class search that you would like to take in the future

* GradesFirst
fiu.gradesfirst.com > sign in > click on “request tutoring apt” next to the class you want tutoring > indicate specific days and times that work best, practice times, and other specifics > click send
** All tutoring appointments MUST be cancelled at least 3 hours prior to the beginning of the appointment. Check with the coordinator for team-specific guidelines.**

* FIU Course Catalog
Catalog.fiu.edu > Select the most recent academic school year (2012-13) > Undergraduate > Click on the specific college > Click on the department
• The course catalog outlines all the degree requirements and course descriptions.

*FIU Phonebook
Phonebook.fiu.edu > Enter the professor or employee’s name > Click search
• The FIU phonebook can provide the contact information for most FIU employees.

*FIU Blackboard
Fiu.blackboard.com > Enter Username > Password > Sign In > Under “Tools” on the left hand side of the student dashboard, you will find:
• Announcements: Here you will find your course announcements.
• Calendar: You can edit your calendar to keep yourself organized and up-to-date on exam dates or when your assignments are due. Remember to double check with your syllabus to make sure your exam and assignment due dates are correct.
• My Grades: Here you will find your assignment and exam grades throughout the semester.
• Tasks: Here you will find tasks to complete throughout the semester. You can also create your own tasks.
• Personal Information: Here you will find links to edit your personal information, change the password to your account if needed, personalize your settings, change personal settings, set privacy options.
• Send Email: Here you will be able to contact your professors via email.

Under “My Courses” on the student dashboard, you will find the classes you are currently registered for. Select a class > On the left hand side of the page, you will find links that will direct you to: Course Content, Announcements, Messages, Discussion Board, Grades, and Course Tools.

Course Content: Under “Course Content” you will find very important information provided by your professor, such as the syllabus, articles, supplemental readings, and course assignments. Depending on your professor, online exams may also be given through blackboard and found under this section.

On the student dashboard, you will find a video titled “Orientation for students in web-assisted and hybrid courses” that will assist you in better understanding Blackboard.