SIU School of Medicine

Student Information System

Faculty/Staff User Guide

(MOZILLA FIREFOX PREFERRED BROWSER)

Table of Contents

1. Introduction

The website for accessing Student Information System at SIU is:

https://student.siumed.edu/fusebox.cfm

The opening page of the website looks like this.
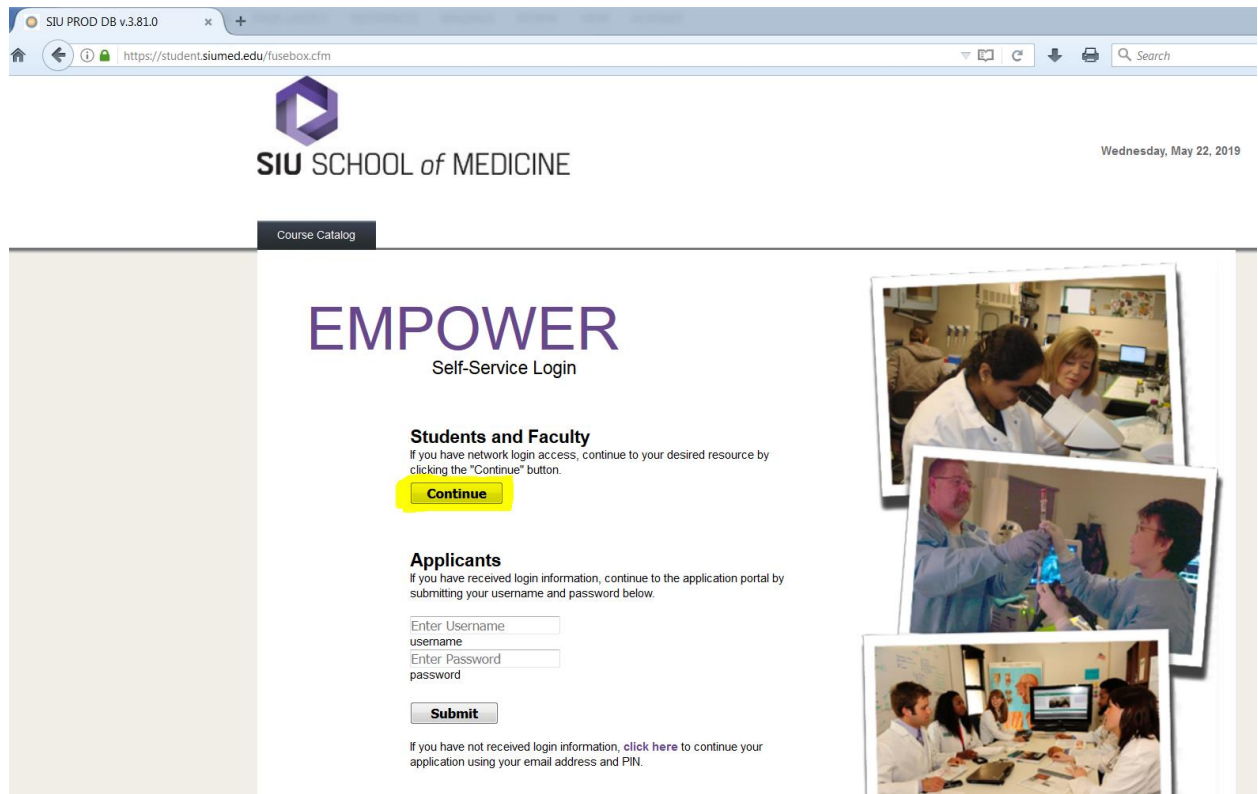
From here you can:

1. Click the "Continue" button located under the Students and Faculty heading. (highlighted above)
2. See all the courses offered in a given semester using the **Course Catalog** tab
   (Note: you do not have to login to see the list of courses)

2. Accessing your account (Must use SIUSOM Email ID and password)
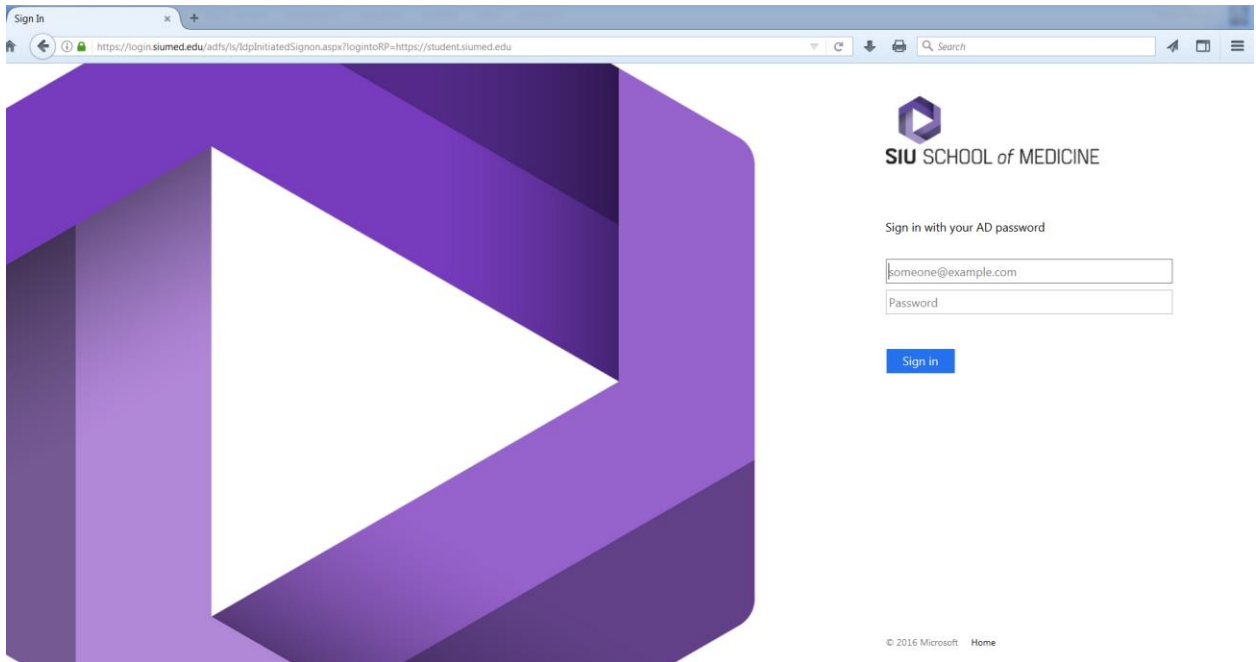
Enter your SIUSOM username in the textbox above. Your username is not case sensitive.

Enter your password in the textbox. Your password **is** case sensitive.

Click "Sign In", you will see a screen similar to this:

SIU SCHOOL *of* MEDICINE

Home | Admin Tools

Logged in as Cherie Forsyth | LOGOUT

Course Rosters   Student Records

WELCOME Cherie Forsyth

Current Filter Settings

- **Person:** Cherie Forsyth
- **Term:** 2018: 2018 Year
- **Department:** (Not Set)
- **Course:** (Not Set)
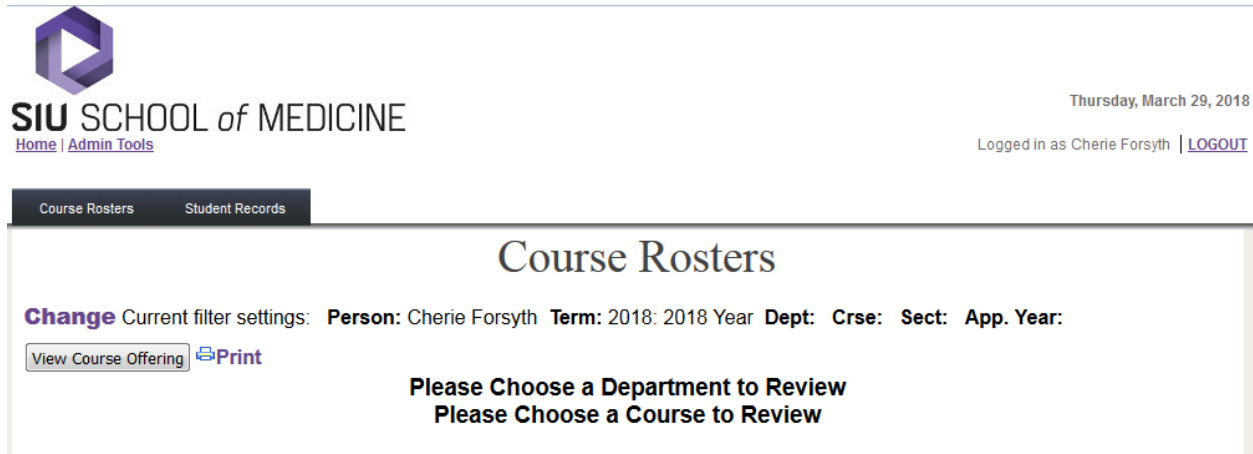- **Section:** (Not Set)
- **Application Year:** (Not Set)

Change

Weather Channel

Currently   Tomorrow

51°F   High 53°F
Mostly Cloudy   Low   40°F

forecast provided by **WU** WEATHER UNDERGROUND
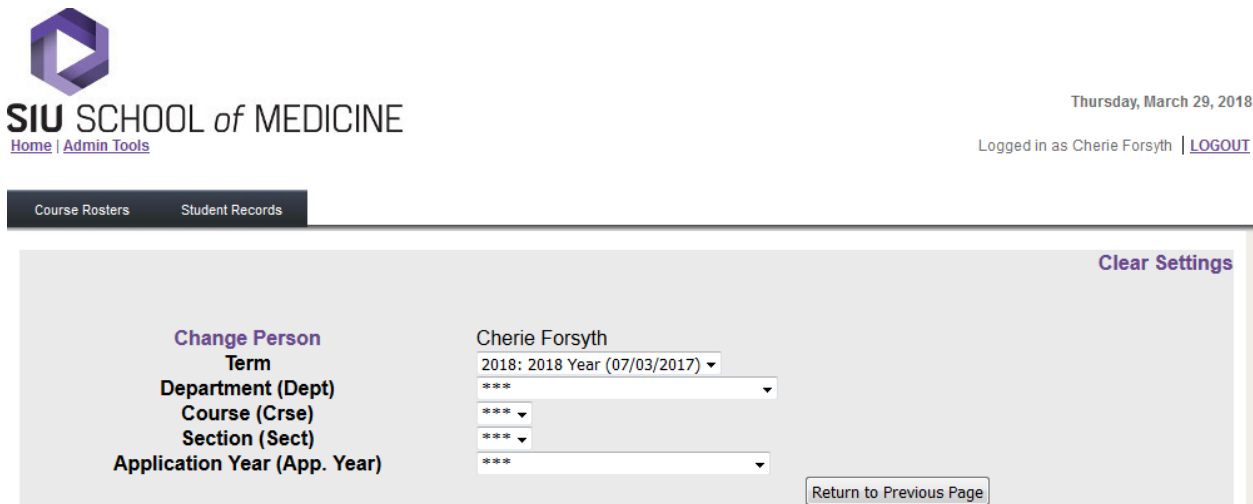
Click for weather forecast

3. Clerkship/Elective Rosters

Select **Course Rosters** then under **Schedule Information** heading, choose **Course Rosters.**

And here's what you will see:

Click on the word "Change" (this will allow you to navigate to what you are looking for)

Select the appropriate Term, Department and Course Number using the drop downs, then **click** on Return to Previous Page. Your course roster will now appear:

SIU SCHOOL *of* MEDICINE

Home | Admin Tools

Logged in as Cherie Forsyth | LOGOUT

Course Rosters   Student Records

Course Rosters

Change Current filter settings: **Person:** Cherie Forsyth   **Term:** 2018: 2018 Year   **Dept:** 35   **Crse:** 843   **Sect:**   **App. Year:**

[View Course Offering] 🖶Print

2018 School Year
Course 35 - 843 Doctoring Year 4: Society, Law
Offering Summary

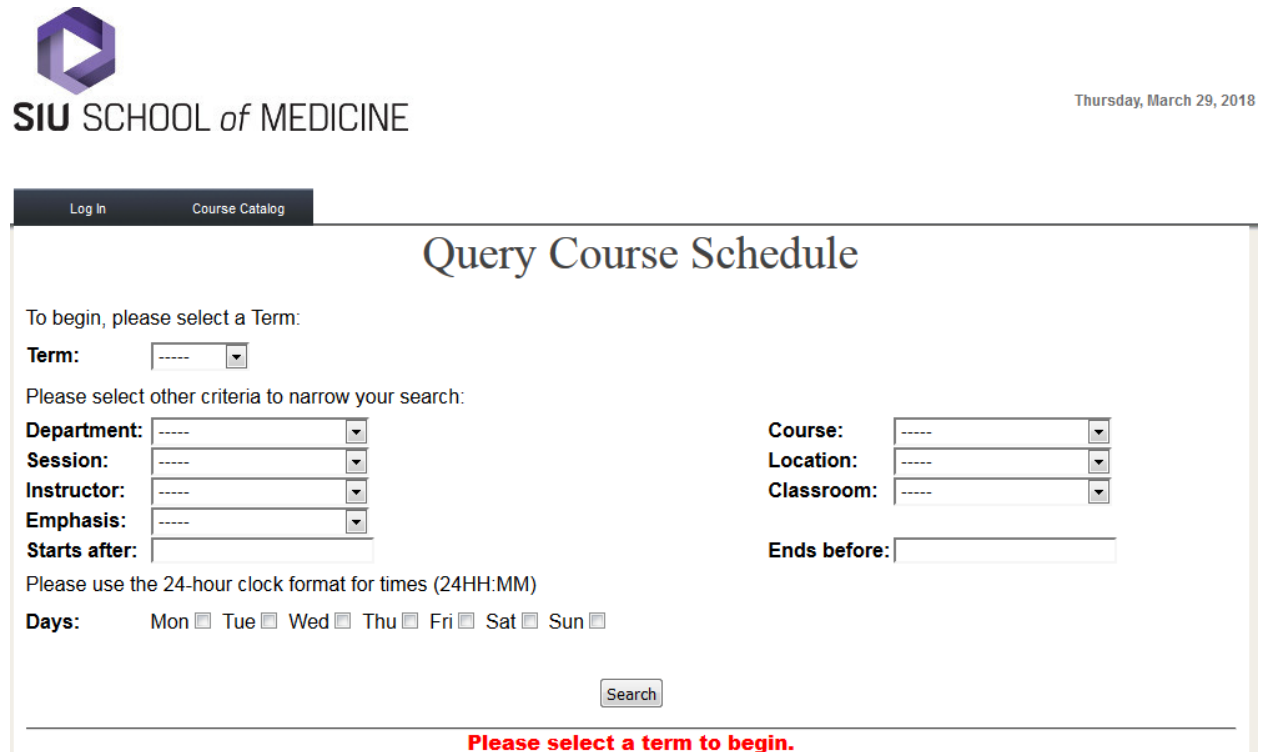| Week Start	Week End	Start Date	Weeks Duration	Section	Student
38	38	03/19/2018	1	38	▇▇▇▇▇
38	38	03/19/2018	1	38	▇▇▇▇▇
38	38	03/19/2018	1	38	▇▇▇▇▇

4. Course Catalog (course schedule & description info)

If you are currently signed on to Empower, please log off as you are not required to be signed in to access this information.

Click on the Course Catalog Tab
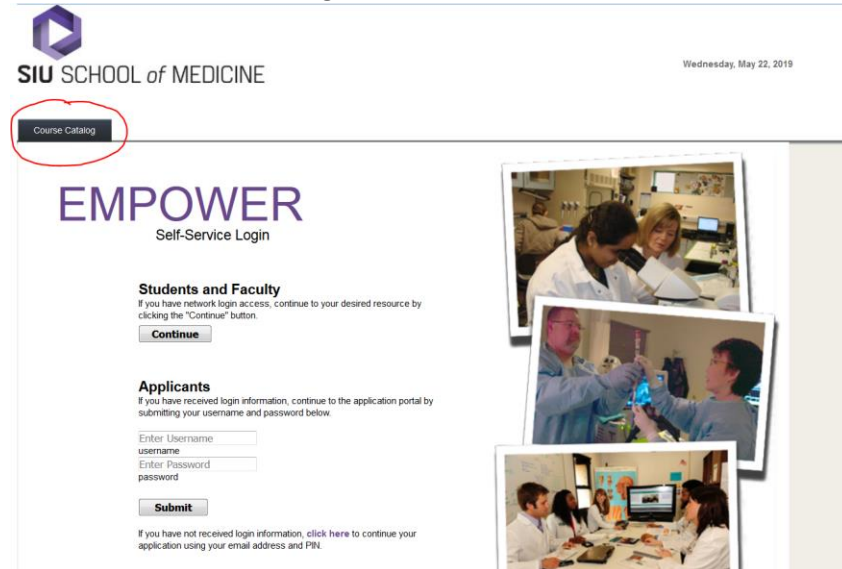
This screen will appear:

Select your search criteria:

- o Term = 2018 (i.e. AY 2017-2018) {Give the system a few seconds to filter the catalog to this term}
- o Select Department, click Search {This will drill down the course list}
- o Select Course, click Search
- o You will now see the list of available course offerings.

SIU SCHOOL *of* MEDICINE

| Log In | Course Catalog |

Query Course Schedule

To begin, please select a Term:

Term: [2018 Year ▼]

Please select other criteria to narrow your search:

Department:	Anesthesiology ▼		**Course:**	Clinical Anesthesia ▼
Session:	----- ▼		**Location:**	----- ▼
Instructor:	----- ▼		**Classroom:**	----- ▼
Emphasis:	----- ▼			
Starts after:			**Ends before:**	

Please use the 24-hour clock format for times (24HH:MM)

Days: Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐

[Search]

Term	Loc	Dept	Crse	Sect	Description	Cr	Bldg	Room	Start	Days	Time	Instructor	Off	Avail	
2018	ONCP	10	013	1A	Anesthesiology	2	SIU	TBD	07/03/2017	MTWRF	07:00 - 17:00	Liberman,C	3	2	Detail
2018	ONCP	10	013	1C	Anesthesiology	2	SIU	TBD	07/17/2017	MTWRF	07:00 - 17:00	Liberman,C	3	2	Detail

- o If you wish to view the course description, please click on the "Detail" button next to any course offering. The below window will appear:

Course Detail	10 013
	Clinical Anesthesia
Course Info	Click here for more detail information
Other Info	
Course Notes	
Location	On Campus
Seats minimum	0
Seats Offered	3
Seats Available	2
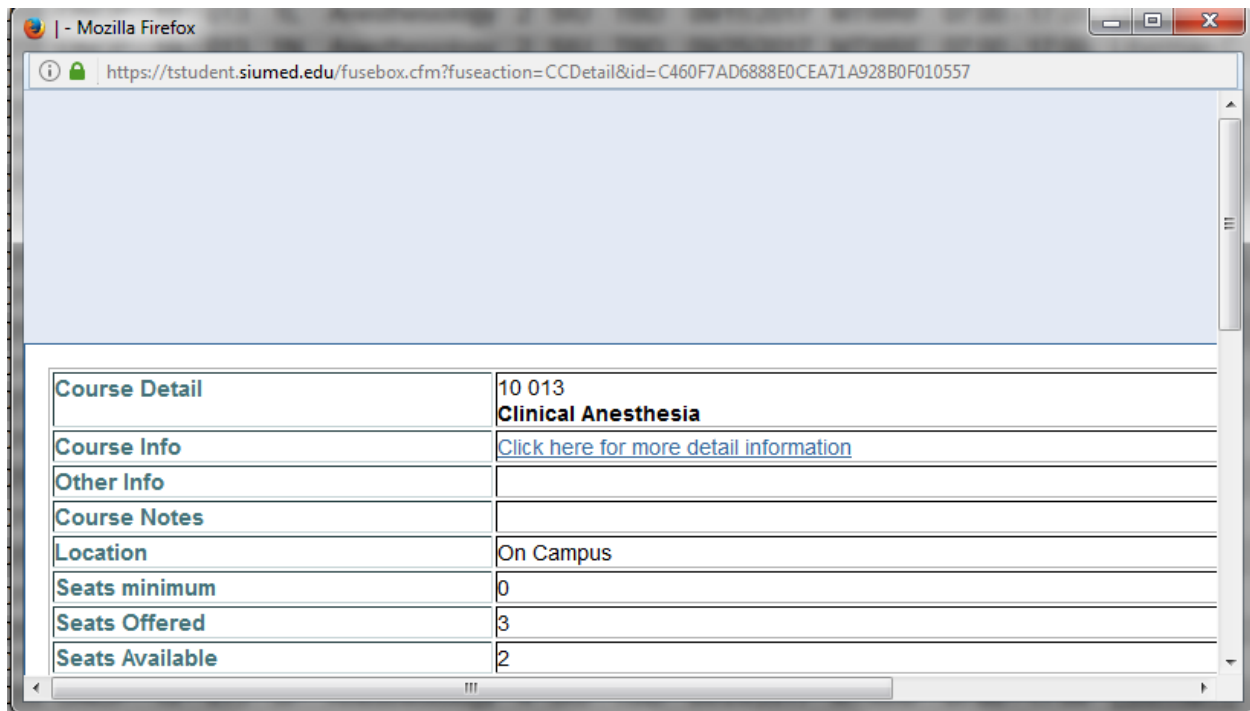
Click on the "Click here for more detail information". Another window will open that contains the course description.