Placement Test Data in Self Service Banner

Placement test data is set up to be displayed for students, faculty and advisors in SSB. There are two baseline pages that display test data. One is for students and one is for faculty and advisors.

1. **Student View**

Students can view their placement test data by logging on to their SSB account via MyCommnet. Then click on either the tab for “Student Records” or the “Student Records” link.

Next, click on the link for “Placement Test Scores”.

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![Image of SSB interface with selected Student Records and Placement Test Scores]
The scores and course placement recommendations from SOATEST are viewable on SSB.
2. Faculty and Advisors View
Faculty and Advisors can view their advisees’ placement test scores through SSB via MyCommnet. First, logon to MyCommnet using your Net ID and password. Select the Banner Self Service link. Then click on the “Faculty Services” tab of the “Faculty Services” link.

Next click on “Student Menu”

Faculty Services
Term Selection
CRN Selection
Faculty Detail Schedule
Use this link to access your Course Evaluation Data.
Faculty Schedule by Day and Time
Detail Class List
Summary Class List
Mid Term Grades
"Mid Term Grades" are not available at all colleges. Check with your Record Office for details.
Final Grades
Printable Class Roster
Registration Overrides
List Advisees
Student Menu
Display student information. View a student’s schedule or academic transcript. Process registration overrides.

Connect to Common Course Numbering Information
"Click" here for information about Connecticut Community College Common Course Numbering.

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Next click on “View Placement Test Scores”

Student Information

Term Selection
ID Selection
View Student Information
View Student Address and Phones
View Student E-mail Address
View Student Schedule
Registration Overrides
Dynamic Catalog of Courses
Display Student Transcript
View Placement Test Scores
Name/SSN Search
Degree Evaluation
Please Note: The Degree Evaluation Feature may not be available at all colleges. Contact the Registrar’s Office for information.

Select Term

Select the term for processing then press the Submit Term button.

Select a Term: Spring 2015

Submit

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Enter either the student’s Banner ID or their Last and First name. Click “submit”.

Enter the ID (in "@xxxxxxx" format) of the Student/Advisee you want to process then press the Submit ID button.

OR

**Student and Advisee Query**

Last Name: [enter]

First Name: [enter]

Search Type: [Students, Advisees, Both]

Submit  Reset

Verify your student selection is correct and click submit again.

Verify your selection is correct by clicking OK.

Joe Student is the name of the student or advisee that you selected.

Submit

[ ID Selection ]

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Test scores and course placement recommendations from SOATEST can be viewed.

### Student Test Scores For: Joe Student

<table>
<thead>
<tr>
<th>Test Description</th>
<th>Score Test Date</th>
<th>College</th>
<th>Recommendation**</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA01 Accuplacer Elementary Algebra</td>
<td>112.0 06/11/2014 Manchester Community College</td>
<td>MAT<strong>B109 MAT</strong>B138 MAT**B146</td>
<td></td>
</tr>
<tr>
<td>BA03 Accuplacer Reading Comp.</td>
<td>087.0 06/11/2014 Manchester Community College</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BA04 Accuplacer Sentence Skills</td>
<td>101.0 06/11/2014 Manchester Community College ENG*B101</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BA05 Accuplacer College Level Math</td>
<td>046.0 06/11/2014 Manchester Community College MAT<strong>B109 MAT</strong>B138 MAT**B146</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BENG English Essay</td>
<td>08 06/05/2014 Manchester Community College ENG*B101</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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SOATEST

January 9, 2015
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Student/Academic Information Team