

FALL SEMESTER 2009

ACADEMIC ADVISER ENRICHMENT SERIES

Dear Colleagues:

The Office of Academic Advisement, in collaboration with the Center for Academic Excellence, is offering the following workshops this semester. **Join us to improve your advisement savvy and enjoy light refreshments!** To register for the workshops, please complete the response section at the bottom of this form and reply by calling extension #3257 or e-mailing michelle.white@millersville.edu.

MAX SYSTEM TOOL BOX FOR ADVISERS

Learn to navigate MAX Banner Web System's Advisor menu, your advisee listing, and much more. Presented by Danielle Rapp, Academic Advisement secretary and Exploratory adviser.

Tuesday October 20

Session #1 TIME: 9 AM

Session #2 TIME: 1 PM

Wednesday October 21

Session #3 TIME: 1 PM

Friday October 23

Session #4 TIME: 9 AM

UNDERSTANDING THE NEW & OLD GENERAL EDUCATION REQUIREMENTS

Learn about all the "Gen ED's" and the quirky exceptions and rules.

Tuesday October 20

Session #1 TIME: 10 AM

Session #2 TIME: 2 PM

Wednesday October 21

Session #3 TIME: 2 PM

Friday October 23

Session #4 TIME: 10 AM

INTERPRETING DEGREE AUDIT REPORTS (DARS)

Discover how to understand the hieroglyphics of the Degree Audit for both the old and new general education curriculum. Also, the DARS optional feature - "What-If" Degree Audit Reports.

Tuesday October 20

Session #1 TIME: 11 AM

Session #2 TIME: 3 PM

Wednesday October 21

Session #3 TIME: 3 PM

Friday October 23

Session #4 TIME: 11 AM

All sessions will be held in [Lyle Hall, Conference Room #5 \(2ND Floor\)](#)

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Please return this form if you would like to attend any of our sessions. We hope you will take this opportunity to join us!

Name: _____ Dept: _____ Phone: _____

I will attend (please write session #):

MAX System Tool Box
Session # _____

Understanding the Gen Ed's
Session # _____

Interpreting the DARS
Session # _____

Please return ASAP to Dr. Michelle M. White, Academic Advisement, Lyle Hall 242