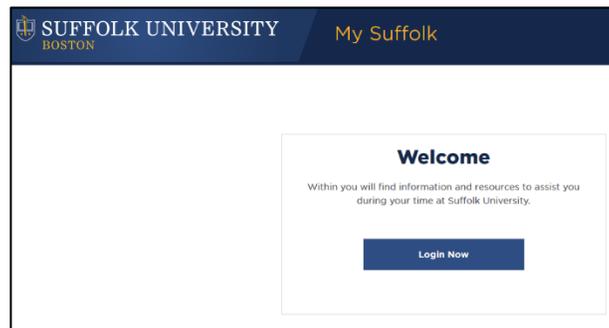


WELCOME TO THE NEW MYSUFFOLK PORTAL

Go to: my.suffolk.edu

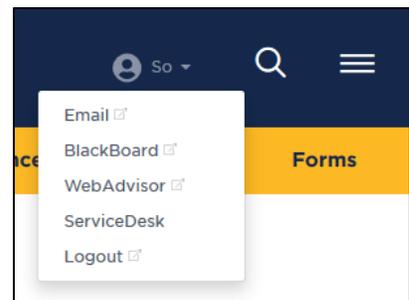


Click **Login Now** button and login with your Suffolk Credentials (email username and password)

Take a moment to become familiar with the new interface:



Click on the drop down under your name to choose:
Email, Blackboard, WebAdvisor, the ServiceDesk and to Logout.



What is Web Advisor?

An online tool to:

- View your Class Schedule
- View your Class Roster
- My Advisee(s) Review
- Email Advisees
- Registration Advisor Approval
- Search for Classes
- Enter Final Grades

Faculty Instructions

Hover over or Click any of the Main Headings to see more options:

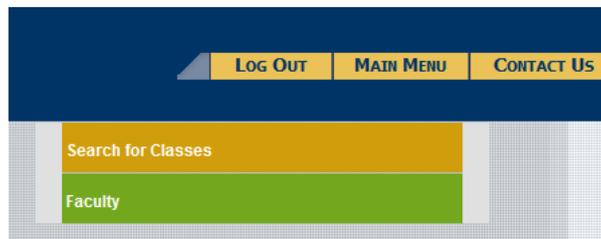


When you click on a WebAdvisor link, you will be redirected to a new window:

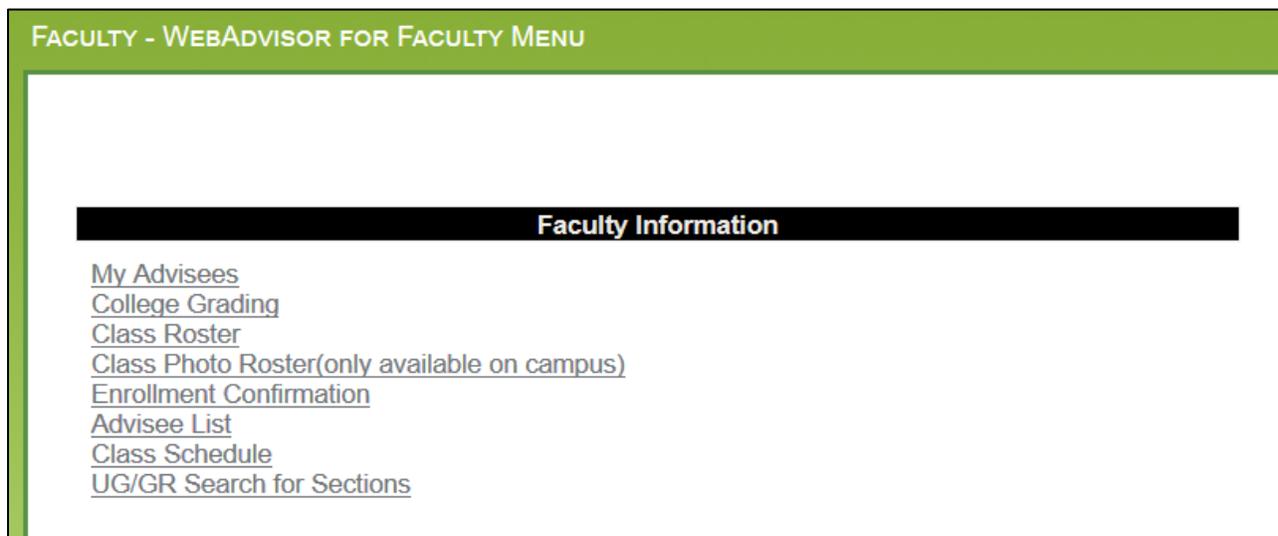
Click the Log In button (top right)



A green Faculty Button will appear.



When you click on the Faculty Button, a menu of services will be available:



Choose the link pertaining to your specific service

Questions: Contact the Service Desk at 617 557-2000 or servicedesk@suffolk.edu