



# Wharton County Junior College

## Access Banner 9 Faculty/Advising SS

**Step 1** Access the WCJC website at [www.wcjc.edu](http://www.wcjc.edu)

**Step 2** Click on the myWCJC Portal icon.



**Step 3** Login with your network username and password.



**Step 4** Click the Banner 9 icon to enter “Banner 9 Faculty/Advising SS”



Note- For seamless transitions between Banner 8/ Banner 9 Admin Pages we recommend opening Banner 8 prior to running *Degree Evaluations*, *Student Academic Transcript* or *Schedule Planner Advisor Mode* in the Banner 9 tab.

**Step 5** “Banner 9 Faculty/Advising SS” menu is divided into two sections.

- a. The top section moves between pages within the same tab.

Note- Access to “Faculty Feedback Administration” is restricted to select individuals.

## Faculty Services



Hello Robert K Falco,

This is the entry page for Banner9 Faculty and Advising Self Services.  
Please note:

1. Faculty Feedback Administration requires additional permissions and will not be available to all
2. Advising Student Profile contains links to Banner8 Online Services. For best performance, please open Banner8 Online Services prior to opening the Advising Student Profile
3. Advising Student Profile and Class List are a part of the Student App and will open in a new browser window

Please click on the below links to navigate to the specific page. To return to the Faculty menu, click the WCJC logo in the upper left.

- [Faculty Detail Schedule](#)
- [Faculty Week at a Glance](#)
- [Faculty Grade Entry](#)
- [Faculty Feedback](#)

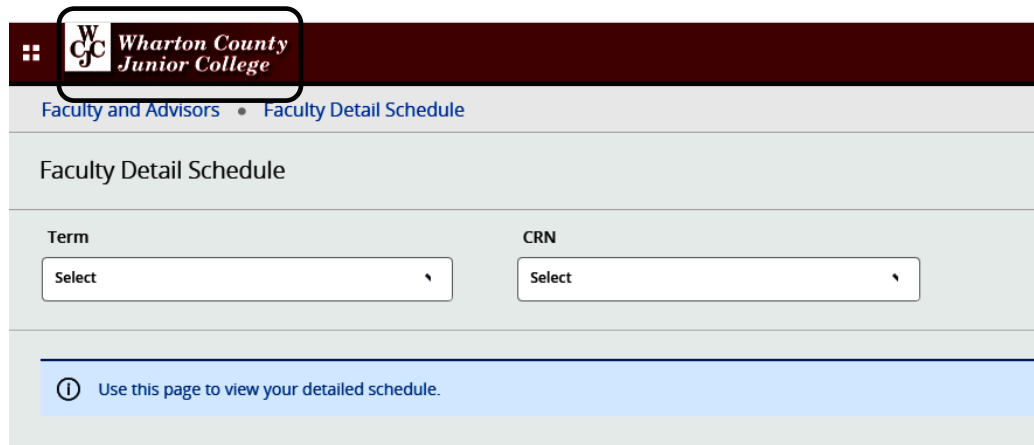
- [Faculty Feedback Administration](#) (permissions required)

The below items will open in a new browser window. For best performance, please open Banner8 Online Services prior to opening the Advising Student Profile

- [Class List](#)
- [Advising Student Profile](#)


For access issues contact the IT Help Desk at 979-532-6568 or after hours by submitting an [IT Help Desk Support](#) request.

- I. Clicking “Faculty Detail Schedule” in the top section changes the current tab to the Faculty Detail Schedule page. To return to the Faculty Services tab click the WCJC logo in the top left corner.



- b. Links in the bottom section open as new pages.

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- [Advising Student Profile](#)

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- I. Clicking “Class List” in the bottom section opens the “Class List” in a new web page. To return to the Faculty Services tab simply close the new window,

**Step 6** Once you have completed working in Banner make sure to log out.