



# WebAdvisor Access

User Id and Password  
Information

# Logging in to WebAdvisor:

The screenshot shows the homepage of the University of Arkansas Community College at Batesville. The header includes the college logo, navigation links (Home, Directions, Contact Us), and the address: 2005 White Drive • Batesville, AR 72501. A sidebar on the left contains a search bar and a list of links including Campus Map, Campus Directory, Online Application, Tuition & Fees, Financial Aid, Transcript Request, Campus Email, and Class Schedule. The main content area features a 'FEATURED STORY' about a high school dropout earning a degree, a 'NEWS CENTRAL' section with two news items, and a 'CONTACT US' form. A red box highlights the 'WebAdvisor' section in the bottom left, with a red arrow pointing to the 'Login' link.

**WebAdvisor**

- Instructions
- Login

**UACCB Alert**

- Signup

Accessing your  
USER ID:

1. Go to  
[www.uaccb.edu](http://www.uaccb.edu).

2. Click on the  
WebAdvisor Login  
Link.

WebAdvisor Main Menu

University of Arkansas  
Community College at Batesville

LOG IN | MAIN MENU | CONTACT US

Welcome Guest!

WebAdvisor gives students, staff, and the community access to our databases.

Select your point of entry to the right.

main menu

Prospective Students

Students

Faculty

Employees

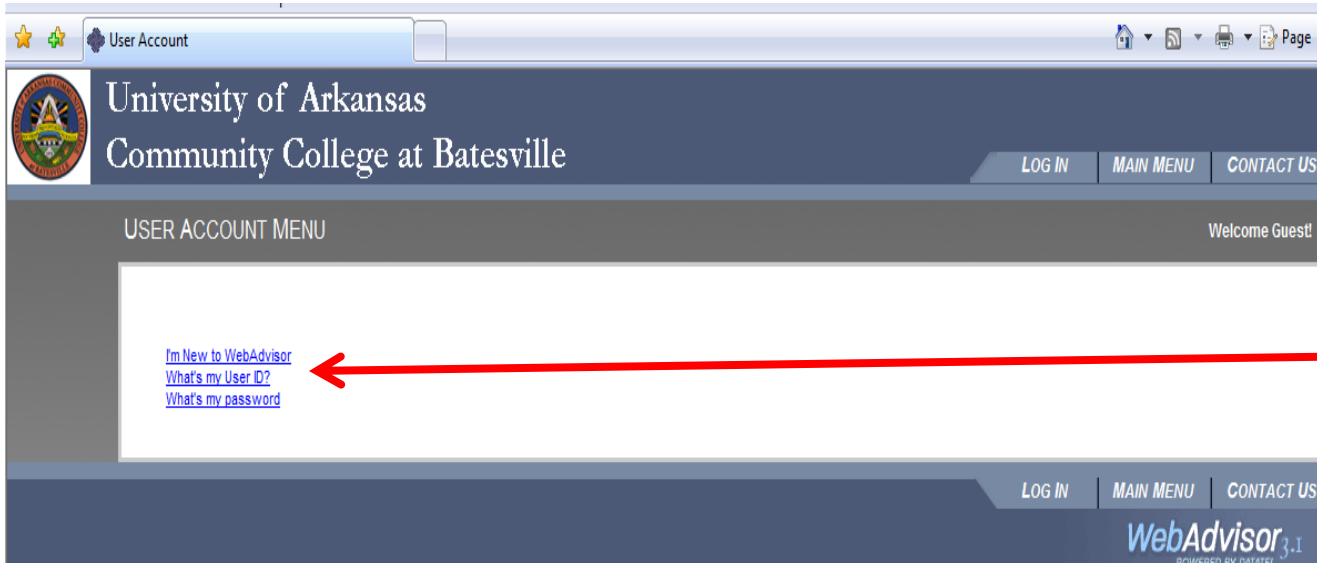
Vendors

Account Information | I'm New to WebAdvisor | What's My Password?

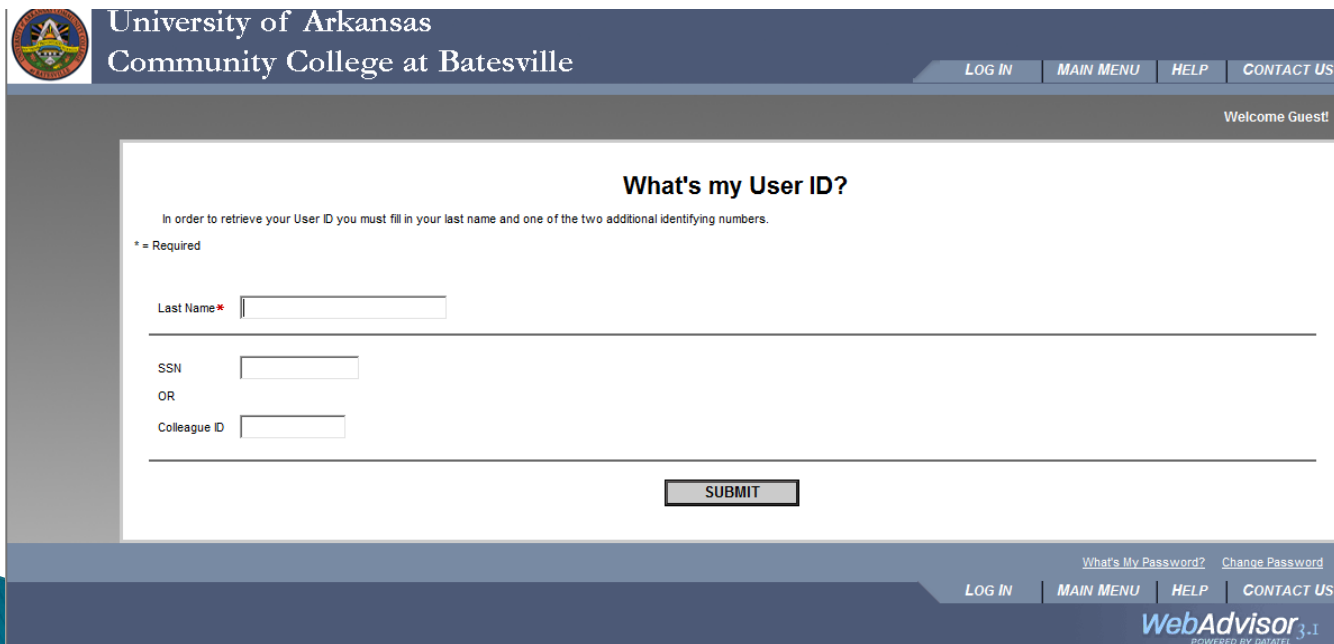
LOG IN | MAIN MENU | CONTACT US

WebAdvisor 3.1  
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3. On the WebAdvisor Main Menu Page, click on the Account Information link.



4. Click on the “What’s my User ID?” link.

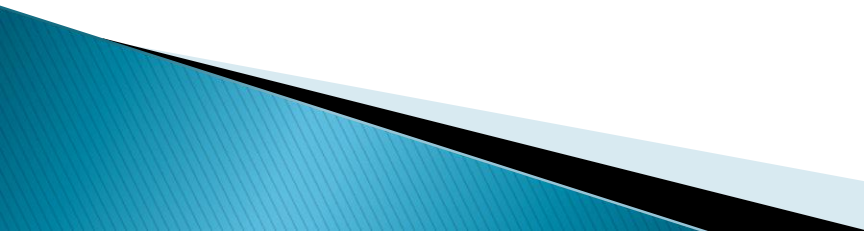


5. Complete the Last name and the Social Security Number fields.

6. Click Submit.

Your user id should appear. Please write it down and enter it in the User Id field when logging in. Enter in lower case.

# Temporary Password:

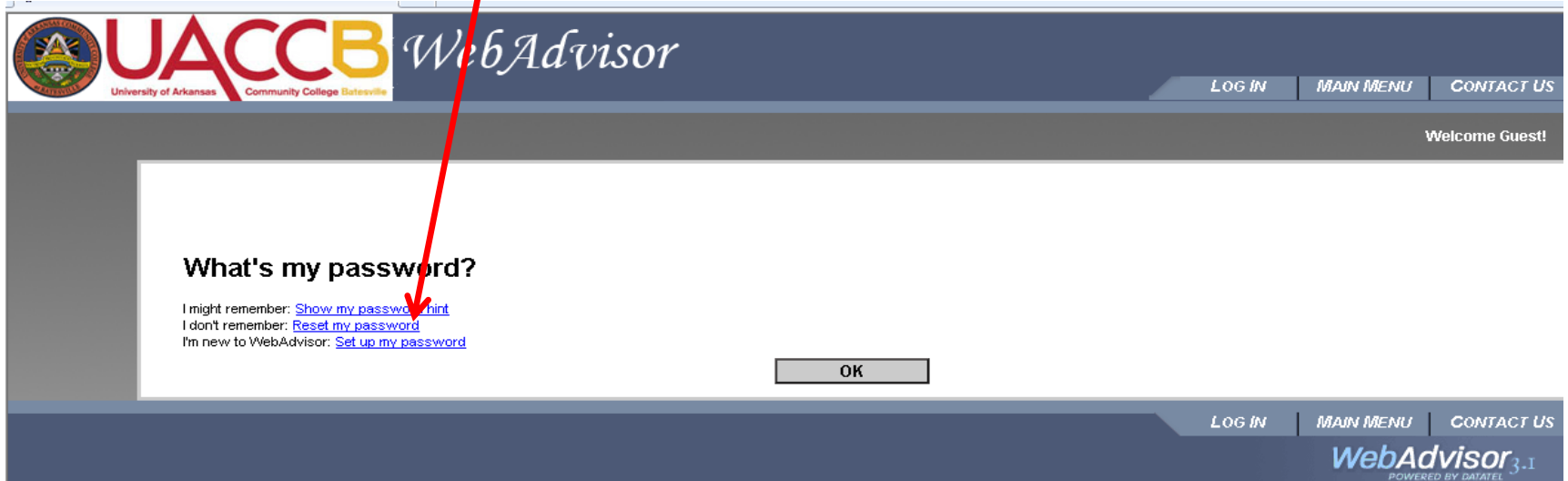
- ▶ When you log in to WebAdvisor for the first time, use your 6-digit birthday as your password (031790 for March 17, 1990).
  - ▶ You will be prompted to change your password immediately.
  - ▶ Your new password must be 6–9 characters and contain both letters and numbers.
  - ▶ If you need further assistance, please contact the Office of Research, Planning, and Assessment.
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# Change My Password

- ▶ To change your password, use the What's My Password link.

The screenshot shows the UACCB WebAdvisor homepage. At the top left is the UACCB logo with the text 'University of Arkansas Community College Batesville'. To the right of the logo is the text 'WebAdvisor'. In the top right corner, there are three links: 'LOG IN', 'MAIN MENU', and 'CONTACT US'. Below the header, there is a blue banner with the text 'WebAdvisor gives students, staff, and the community access to our databases. Select your point of entry to the right.' Below this banner is a 'main menu' section with a vertical label 'main menu' on the left. The menu items are: 'Prospective Students' (orange), 'Students' (dark blue), 'Faculty' (olive green), 'Employees' (purple), and 'Vendors' (yellow-green). On the left side of the main content area, there is a 'Welcome Guest!' section with text about pre-registration for Spring and Summer 2011 classes opening on November 6, 2010, and contact information for the Registrar's Office. At the bottom of the page, there are three links: 'Account Information', 'I'm New to WebAdvisor', and 'What's My Password?'. The 'What's My Password?' link is circled in red. Below these links are the 'LOG IN', 'MAIN MENU', and 'CONTACT US' links again. At the bottom right, there is a logo for 'WebAdvisor 3.1 POWERED BY DATATEL'.

Click on "Reset My Password."



UACCB WebAdvisor  
University of Arkansas Community College Batesville

LOG IN | MAIN MENU | CONTACT US

Welcome Guest!

### What's my password?

I might remember: [Show my password hint](#)  
I don't remember: [Reset my password](#)  
I'm new to WebAdvisor: [Set up my password](#)

OK

LOG IN | MAIN MENU | CONTACT US

WebAdvisor 3.1  
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UACCB WebAdvisor  
University of Arkansas Community College Batesville

LOG IN | MAIN MENU | HELP | CONTACT US

Welcome Guest!

### Reset my password

In order to retrieve your User ID you must fill in your last name and one of the two additional identifying numbers.

\* = Required

Last Name\*

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SSN

OR

Colleague ID

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SUBMIT

LOG IN | MAIN MENU | HELP | CONTACT US

WebAdvisor 3.1  
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Complete the required fields on the "Reset My Password" Screen.

Click Submit.

Choose an email address from the drop down menu. Your new password will be sent to that email address. (New passwords can be sent to UACCB college email addresses only; only your UACCB email will appear as an option.)

The screenshot shows the top navigation bar with the UACCB logo and 'WebAdvisor' text. Below the logo is the text 'University of Arkansas Community College Batesville'. On the right side of the bar are links for 'LOG IN', 'MAIN MENU', 'HELP', and 'CONTACT US'. A dark grey bar below the navigation contains the text 'Welcome Guest!'. The main content area has the heading 'Select an e-mail address'. Below this is a note '\* = Required'. The form includes the text 'Send my temporary password to this email address \*' followed by a blue dropdown menu. To the right of the dropdown is a 'SUBMIT' button. The bottom navigation bar is identical to the top one, with the 'WebAdvisor 3.1' logo and 'POWERED BY DATATEL' text on the right.

The screenshot shows the top navigation bar with the UACCB logo and 'WebAdvisor' text. Below the logo is the text 'University of Arkansas Community College Batesville'. On the right side of the bar are links for 'LOG IN', 'MAIN MENU', 'HELP', and 'CONTACT US'. A dark grey bar below the navigation contains the text 'Welcome Guest!'. The main content area has the heading 'Reset Password Confirmation'. Below this is a grey box containing the text 'Your temporary password will be sent to this e-mail address immediately:'. To the right of this box is an 'OK' button. The bottom navigation bar is identical to the top one, with the 'WebAdvisor 3.1' logo and 'POWERED BY DATATEL' text on the right.

You will receive a “Reset Password Confirmation.”

Click OK to go back to the main menu.