SIU School of Medicine

Student Information System

Faculty/Staff User Guide

(MOZILLA FIREFOX PREFERRED BROWSER)
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1. Introduction

The website for accessing Student Information System at SIU is:

https://student.siumed.edu/fusebox.cfm

The opening page of the website looks like this.

From here you can:

1. Click the “Continue” button located under the Students and Faculty heading. (highlighted above)
2. See all the courses offered in a given semester using the Course Catalog tab
   (Note: you do not have to login to see the list of courses)
2. Accessing your account (Must use SIUSOM Email ID and password)

Enter your SIUSOM username in the textbox above. Your username is not case sensitive.

Enter your password in the textbox. Your password is case sensitive.

Click “Sign In”, you will see a screen similar to this:
3. Clerkship/Elective Rosters

Select Course Rosters then under Schedule Information heading, choose Course Rosters.

And here’s what you will see:

Click on the word “Change” (this will allow you to navigate to what you are looking for)

Select the appropriate Term, Department and Course Number using the drop downs, then click on Return to Previous Page. Your course roster will now appear:
## Course Rosters

**Current filter settings:**
- **Person:** Cherie Forsyth
- **Term:** 2018
- **Year:** 2018
- **Dept:** 35
- **Crse:** 843
- **Sect:** App.
- **Year:**

### 2018 School Year

**Course 35 - 843 Doctoring Year 4: Society, Law**

**Offering Summary**

<table>
<thead>
<tr>
<th>Week Start</th>
<th>Week End</th>
<th>Start Date</th>
<th>Weeks Duration</th>
<th>Section</th>
<th>Student</th>
</tr>
</thead>
<tbody>
<tr>
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<td>38</td>
<td>03/19/2018</td>
<td>1</td>
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<td>38</td>
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<td>38</td>
<td>38</td>
<td>03/19/2018</td>
<td>1</td>
<td>38</td>
<td></td>
</tr>
</tbody>
</table>
4. **Course Catalog** (course schedule & description info)

   If you are currently signed on to Empower, please log off as you are not required to be signed in to access this information.

Click on the Course Catalog Tab

This screen will appear:
Select your search criteria:

- Term = 2018 (i.e. AY 2017-2018) {Give the system a few seconds to filter the catalog to this term}
- Select Department, click Search {This will drill down the course list}
- Select Course, click Search
- You will now see the list of available course offerings.

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![Query Course Schedule]

If you wish to view the course description, please click on the “Detail” button next to any course offering. The below window will appear:
Click on the “Click here for more detail information”. Another window will open that contains the course description.