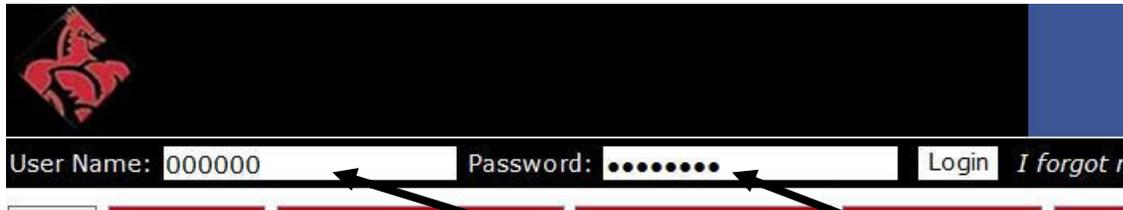


General Student Information about the RedZone

RedZone is LCC's web application that allows students to see their class schedules, unofficial transcripts, grades, and other college related information online. To access this information you will first need to login with your RedZone username and password.

1. Go to www.labette.edu and click on the link on the left of the page for RedZone.
2. Login to **RedZone** with your **user name** and **password (PIN)**.



The screenshot shows the top navigation bar with the Labette College logo on the left and a blue area on the right. Below the logo is a login form with two input fields: "User Name:" containing "000000" and "Password:" containing seven dots. To the right of the password field are two buttons: "Login" and "I forgot my password". Two black arrows point from the text "user name" and "password (PIN)" in the previous list item to the respective input fields.

If you don't have a password (PIN) number, contact the IT department (620-820-1146) and they can provide that information to you.

If you have forgotten your password, enter your student ID number for the username and then click "I forgot my password", this will generate a new password and send it to your LCC email account. Once it has sent the password check your email and you can change the password to something easy for you to remember.



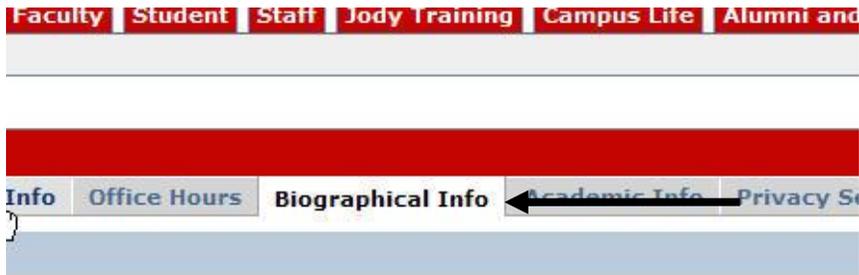
This screenshot is similar to the previous one but includes a navigation menu below the login form. The menu consists of several red buttons with white text: "Home", "Admissions", "Campus Life", "Faculty", "Alumni and Friends", "Employee Info", and "Help". Below the menu is a breadcrumb trail that reads "You are here: The Red Zone". Two black arrows point from the text "I forgot my password" and "Personal Info" in the previous list item to the respective links in the navigation menu.

3. To update personal information, click on **Personal Info** link at the top of the screen after you sign in.



The screenshot shows the user profile page. At the top, it says "Welcome back Dana M Eggers (Site Manager | Personal Info | Logout)". Below this is a navigation menu with red buttons: "Home", "Admissions", "Academics", "Welcome", "Faculty", "Student", "Staff", and "Jobs". The "Student" button is highlighted with a black arrow pointing from the text "Personal Info" in the previous list item. Below the menu is a breadcrumb trail that reads "You are here: The Red Zone". At the bottom left, there is a red button labeled "The Red Zone" and a white button labeled "The Red Zone".

4. Click on the **Biological Info** tab



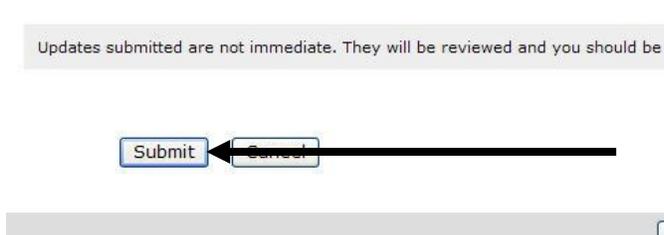
5. Click on the **Pencil** icon to edit information.



6. Update your address if needed and any other personal information.

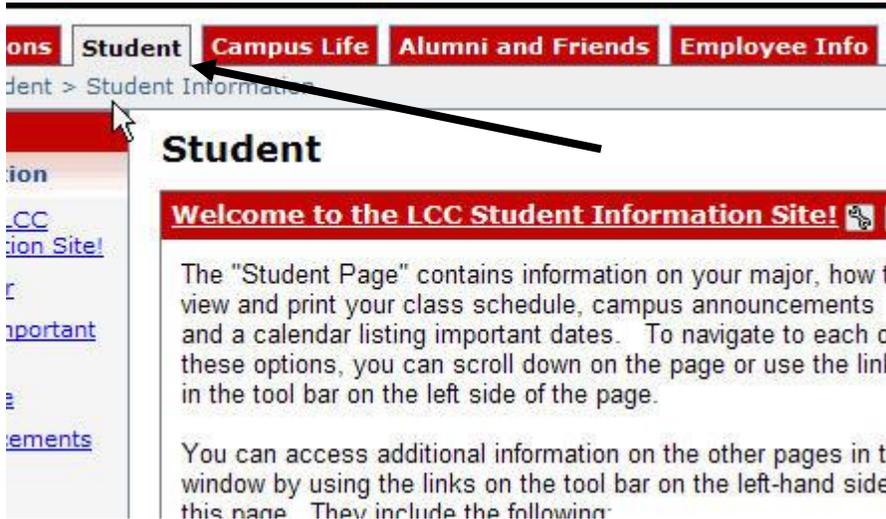
A screenshot of a 'Personal Information' form. The form has a header with tabs: Password, Photo, Custom Info, Office Hours, Biographical Info, Academic Info, Priv... Below the header, the form contains the following fields:
Title: [dropdown menu]
Middle/Initial, Last): John [text field] [text field] Doe [text field]
Hide Middle Name:
E-mail Address: john.doe@gmail.com [text field]
Nickname: [text field]
Address: 1234 Your Street [text field] ← An arrow points to the Address field.

7. Scroll to the bottom of the page and click the **submit button** when finished.



8. Once submitting the request, it goes to Admissions where they update the information in the college's database. Note: It may take a while for the changes to show in the RedZone.

9. To find the courses for which you are enrolled, make sure to click the **Student Tab** at the top of the page.



10. On the right-hand side of the page your **Class Schedule** should show.

[View Details](#)

2010 Spring Semester - UG		
Course	Title	Meets
BIOL 122 00002	ENVIR LIFE SCIE	MW -6:00 PM - 8:50
COMP 110 00003	COMPUTER CONC &	TR -9:00 - 10:15 AM
EDUC 154 00001	Art Education	MWF -11:00 - 11:50 AM
ENGL 206 00001	Gen Literature	MWF -9:00 - 9:50 AM
MATH 111 00001	MATH FOR EDUCAT	MWF -10:00 - 10:50 AM

11. Browse through some of the different links in RedZone and familiarize yourself with the various areas.

- 12.** To enter an online class, or to check to check your grades, go to the Quick Links area in the lower left side of the page and choose "My Courses."
- 13.** This will show your current courses for the semester.
- 14.** Click on the course name to enter the online course site.
- 15.** Please note that your class(es) may not show until the day the class starts.