

Friday, April 21, 2006

**To: Dr. Bruce Cunningham, Mr. Bill Burig, and the Office of the Registrar**  
**From: Senator Craig Bohn**  
**Re: Duke Student Government's Suggested ACES Improvements**

DSG has finalized its suggested ACES improvements in the form of a resolution approved on April 19<sup>th</sup> and included below. Please note a few changes from the previous list of improvements in the file "ACES Suggestions." This modified list includes a few additions and was reviewed, discussed, amended, and passed unanimously by the DSG Senate. In the same spirit as the previous list, this resolution was passed as a form of user feedback in hopes to improve the student registration process through ACES.

The changes proposed are in three sections: navigation, user notes and comments, and email alerts. In the navigation section, the numerous suggestions are roughly listed from 'most-important' to 'least-important' from the students' point of view. That is, links to course evaluations or syllabi are more desirable than the inclusion of professors' email addresses.

We look forward to hearing from your office about the feasibility of these suggestions. For clarification on any of the suggestions, please contact me, Craig Bohn, at [craig.bohn@duke.edu](mailto:craig.bohn@duke.edu). However, for sit-down discussions about ACES or these suggestions that are needed after May 14<sup>th</sup>, please contact the incoming DSG Vice President for Academic Affairs, Jimmy Soni, at [jimmy.soni@duke.edu](mailto:jimmy.soni@duke.edu).

Thank you again for considering these suggestions from your users and students.

**Craig Bohn**  
**Academic Affairs Committee**  
**Trinity '06**

## A RESOLUTION OF THE DUKE STUDENT GOVERNMENT

### *Endorsing Improvements to the ACES Registration Website*

#### **Policy Statement**

Duke Student Government (DSG) recognizes the continual need to improve upon the ACES registration website to enhance the course registration process for Duke students. Specifically, DSG calls upon University Registrar Dr. Bruce Cunningham and his office to implement the following recommendations to the ACES website:

#### **Navigation in ACES**

- Course descriptions within ACES should offer links to the respective course sections of both the DSG syllabi database and the course evaluation website.
- Add links to ACES course descriptions from classes listed in Scheduled Courses, or Primary and Alternate Bookbags. These links could be added on both the Bookbag and Registration pages.
- Add anchor links to each letter of the alphabet to the top of the list of subjects for a given term to speed up navigation.
- Include “Place all cross listings of this class into Alternate Bookbag” and “Place all meeting times of this class into Alternate Bookbag” options to ease the process of finding a section in a course with space or a section that works for scheduling.
- Add links to the Bookbag page on top of the Registration and View Bookbag Graphically pages (in addition to the ones on the bottom of these pages) for quicker navigation.
- Shrink the window for Subjects/Courses/Course Description on left side of the Bookbag page to fit the screen size. At the current size, there can be scroll-within-a-scroll problems because it is large enough to require a scroll of the browser window *and* a scroll within the window itself to find the subjects at the bottom of the alphabet.
- For courses listed in the Bookbag, include the class location, instructor’s name and areas of concentration. This could be best accomplished with rollover popup windows, like the “info” button offers in each course description.
- Include email addresses of professors in course descriptions.
- Include links to departmental pages that outline major, minor, or certificate requirements.
- Include intradepartmental classifications (such as Political Science’s concentrations).
- Expand search options to include cross-listed courses and courses with laboratories.

#### **User Comments and Notes**

- Add the ability to ‘flag’ or ‘star’ courses in the Alternate Bookbag, similar to the way emails can be flagged in Outlook or starred in Gmail. Marked classes would mean nothing for registration purposes, it would merely let students mark courses for their own reference.
- Allow students to leave themselves personalized notes on the Bookbag page. A simple text box toward the bottom of that screen would allow students to make notes for

themselves on ACES about classes or sections. Such notes should remain on ACES from semester to semester.

### **Email Notifications**

- Allow students to sign up for automatic email alerts to tell them of movements in waitlist positions. This would let interested students track their progress of getting into classes without needing to check into ACES to see if there had been any movement.
- Allow students to opt for email alerts to tell them of new sections, instructor changes, or scheduling changes to courses they are enrolled in or in their Bookbag.

### **Rationale**

The current ACES website can be improved upon noticeably through these changes to site navigation, functionality, and email alerts. Taken singularly, each of these changes might not affect a student's registration experience. However, these recommendations, if properly implemented, would clearly make course registrations an even easier affair for Duke students.

Respectfully submitted,

**Craig Bohn**

**Academic Affairs Senator '06**