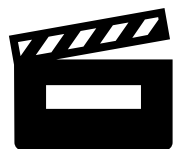


How to save a PDF for your Student Detail Schedule (SDS)

SDOC DE Bookstore

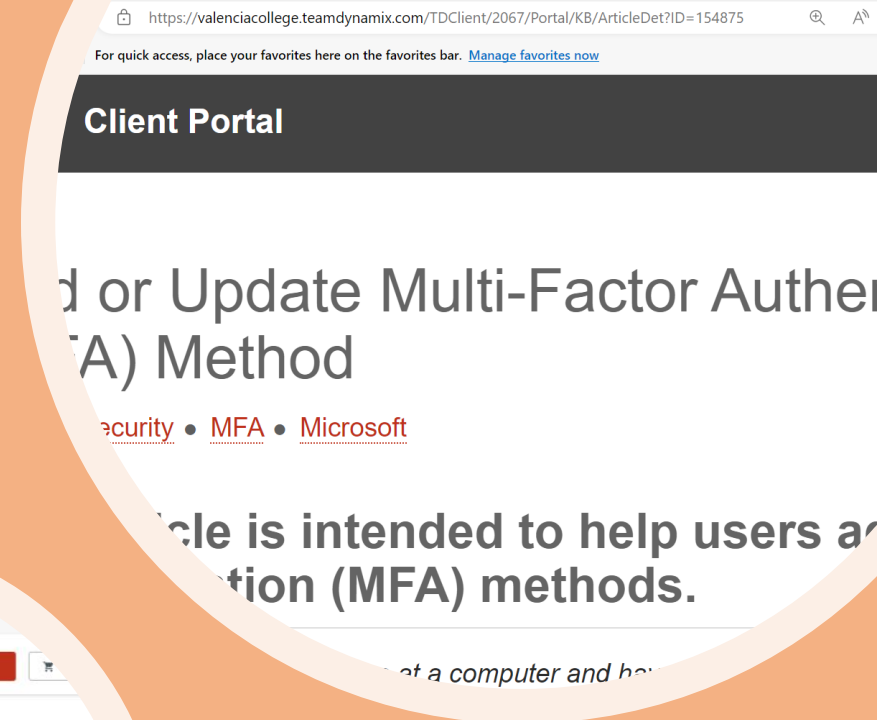
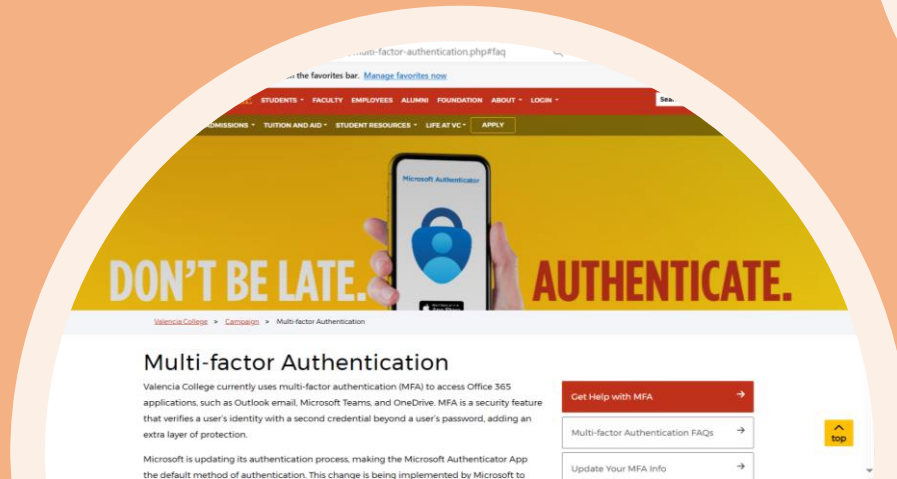
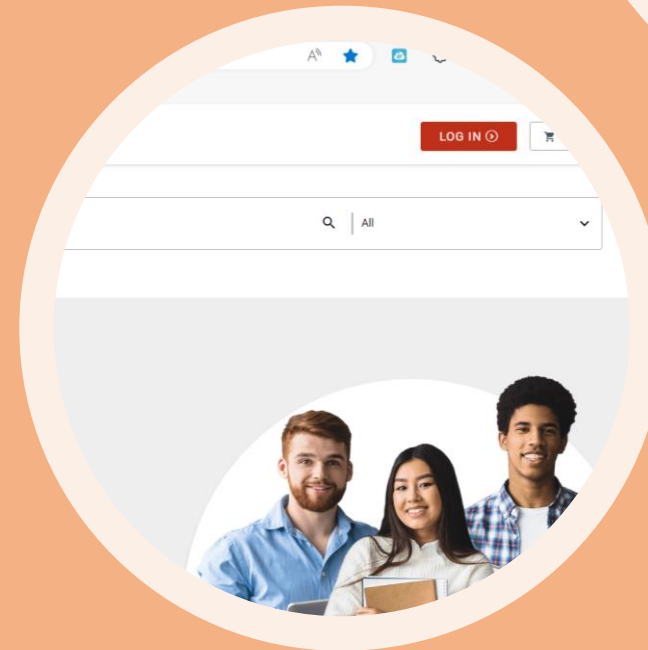


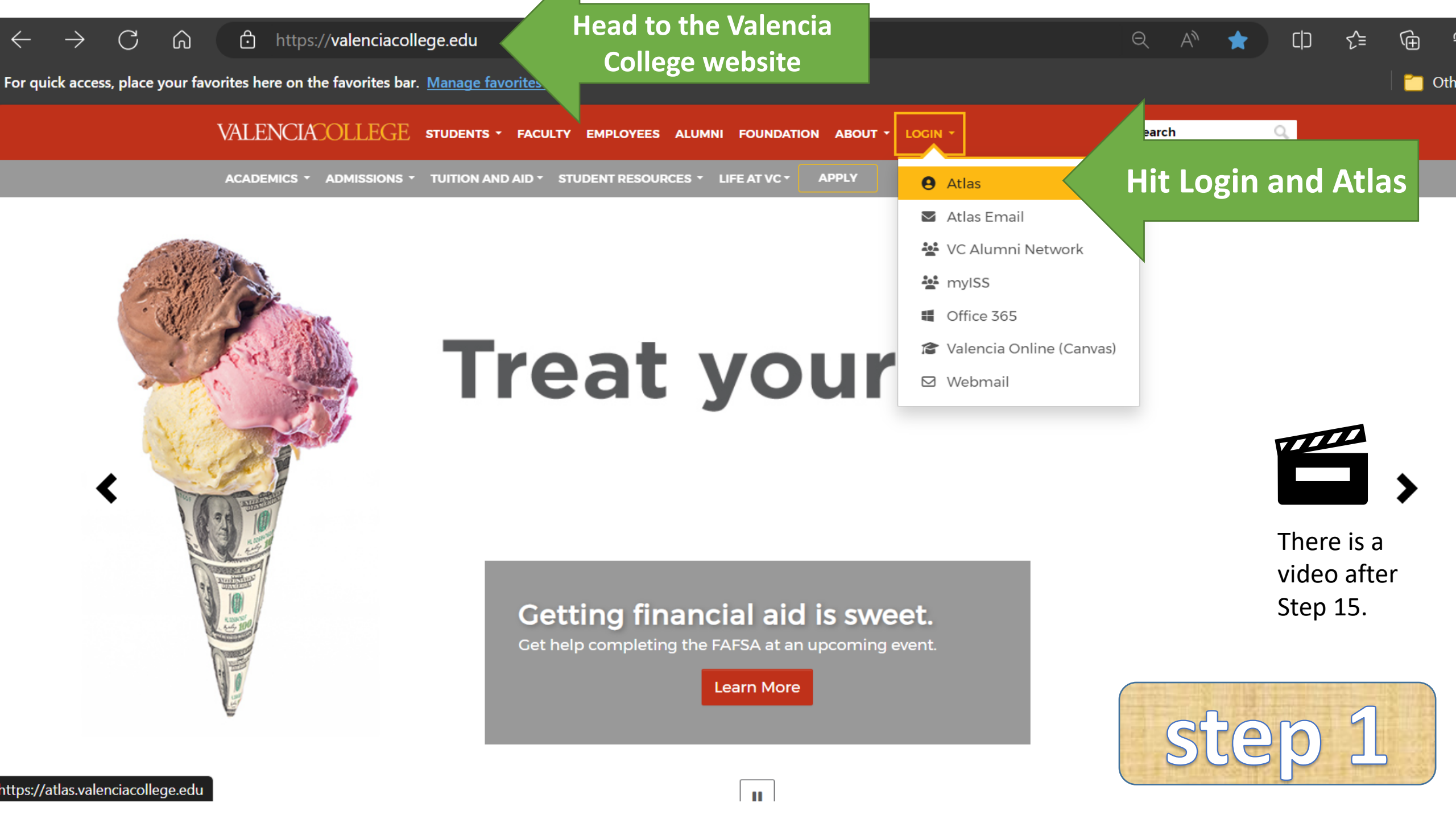
Step-by-step and videos included



Quick Links

- **Dual Enrollment Bookstore Page**
→ <[Guidance Services / Dual Enrollment \(osceolaschools.net\)](https://osceolaschools.net)>
- **Atlas Login**
→ <[Atlas Login - Valencia College](#)>
- **Valencia College Online Bookstore Page**
→ <[Valencia College Online Bookstore \(textbookx.com\)](https://textbookx.com)>
- **Multi-Factor Authentication (MFA)**
→ <[Article - Add or Update Multi-Factor ... \(teamdynamix.com\)](https://teamdynamix.com)>
→ <[Multi-factor Authentication | Valencia College](#)>





Head to the Valencia College website

Hit Login and Atlas

- Atlas
- Atlas Email
- VC Alumni Network
- myISS
- Office 365
- Valencia Online (Canvas)
- Webmail

Treat your



Getting financial aid is sweet.
Get help completing the FAFSA at an upcoming event.
[Learn More](#)



There is a video after Step 15.

step 1



For quick access, place your favorites here on the favorites bar. [Manage favorites now](#)

VALENCIA COLLEGE

Login to Canvas [here](#).

Valencia College now requires Multifactor Authentication (MFA) for Atlas and related systems. [Add or Update Multifactor Authentication Method](#).

 LOGIN

[Forgot Username?](#)

[Forgot Password?](#)

[Login Issues?](#)

[Sign Up for an Account](#)

[What is Atlas?](#)

[Atlas Tutorials](#)

[Former Students](#)

Make sure you have downloaded and linked the Microsoft Authenticator App to your account. Follow the instructions on the article.



There is a video after Step 15.

step 2

rites here on the favorites bar. [Manage favorites now](#)



VALENCIACOLLEGE

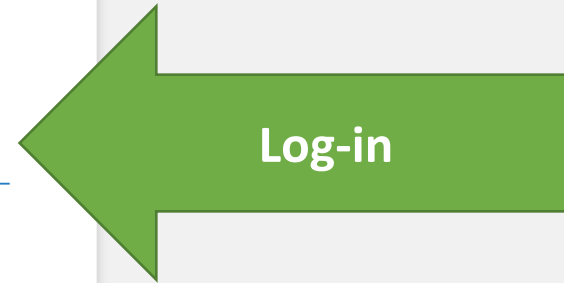
Sign in

yourusername@mail.valenciacollege.edu

[Can't access your account?](#)


Back

Next



Welcome to the Valencia College Office 365 Portal!

For assistance visit:
valenciacollege.edu/about/support. Please provide
your mobile number and/or personal email address
if you need help with password resets.

 Sign-in options



There is a
video after
Step 15.

step 3



There is a video after Step 15.

VALENCIA COLLEGE

abanegas3@mail.valenciacollege.edu

Approve sign in request

Open your Authenticator app, and enter the number shown to sign in.

26

Approve your sign in request on your mobile device.

No numbers in your app? Make sure to upgrade to the latest version.

Don't ask again for 14 days

[I can't use my Microsoft Authenticator app right now](#)

[More information](#)

Click there if you can't use your app

After you put your password, it should prompt the Microsoft Authenticator if you linked it beforehand. If not, follow the instructions it prompts.

step 4

our favorites here on the favorites bar. [Manage favorites now](#)

VALENCIA COLLEGE

abanegas3@mail.valenciacollege.edu

Verify your identity



Approve a request on my Microsoft Authenticator app



Approve a request on my Outlook mobile app



Use a verification code



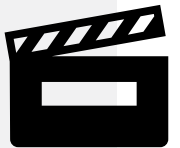
Text +X (XXX) XXX-XX86



Call +X (XXX) XXX-XX86

[More information](#)

Are your verification methods current? Check at <https://aka.ms/mfasetup>

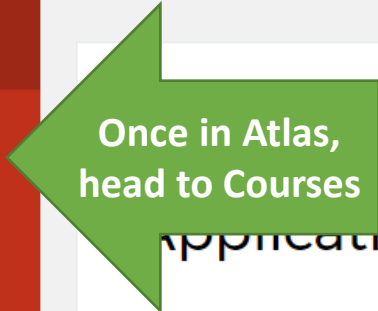


There is a video after Step 15.

step 5

- My Atlas
- Courses
- Students
- Lifemap
- Help

There is a video after Step 15.



Scholarship Applications

2023 Valencia College Foundation Scholarship Application closed on October 27, 2023

Atlas Search

VC Safe

Safety App Students

The Valen app allow to simulta send their in case of campus. I safety fea emergenc

Libraries

- Search the Library

Downtown Campus Password Tools

Downtown Campus Passw Tools

step 6

For quick access, place your favorites here on the favorites bar. [Manage favorites now](#)

📁 Other favorites

- 👤 My Atlas
- 📖 Courses
- 🎓 Students
- 📍 Lifemap
- 📄 Help

Important Dates

[View All College Calendars](#)

Core Competencies

- Think
- Value
- Act
- Communicate

[Learn About Valencia's Core Competencies](#)

My Courses

- My Courses (Canvas)
- Canvas Resources
- Canvas 101
- Online Tutoring
- West Campus Writing Center (in-person help)

[Student Detail Schedule](#)

Canvas Resources

Log into Canvas 101 for tutorials on how to log in, navigate, set up notifications, submit assignments, check your grades, and communicate with your instructors. For additional FAQs and resources visit

Registration

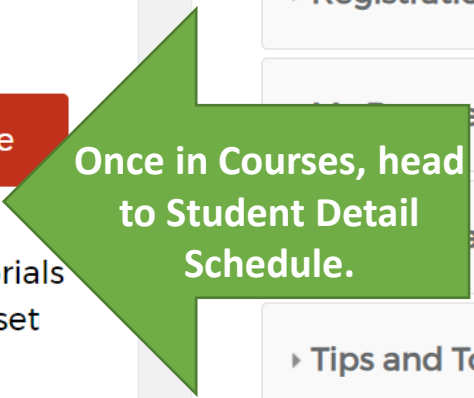
[Register for Classes](#)


▶ Registration

▶ Admissions

▶ Tips and Tools

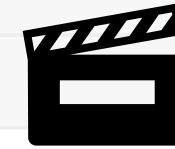
▶ Classes My Way



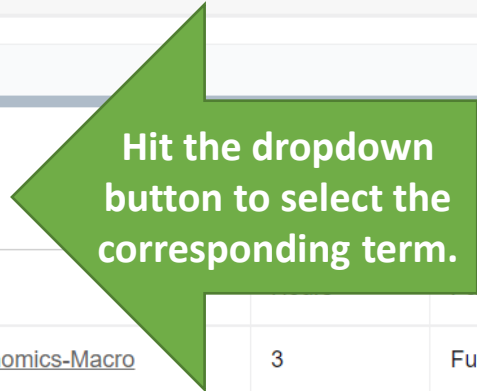

There is a video after Step 15.

step 7

View Registration Information



There is a video after Step 15.



Look up a Schedule Active Registrations

Class Schedule

Term:

CRN	Details	Title	Cr	Part Of Term	Schedule Type	Status	Date
16209	ECO 2013, P01	Principles of Economics-Macro	3	Full Term	Classroom Section	Registered	08/24/2020
18004	POS 2041, W26	U.S. Government	3	Full Term	Classroom Section	Registered	08/23/2020

Schedule Schedule Details

Class Schedule for Fall 2020 Credit Courses

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2am							
3am							

step 8



There is a video after Step 15.

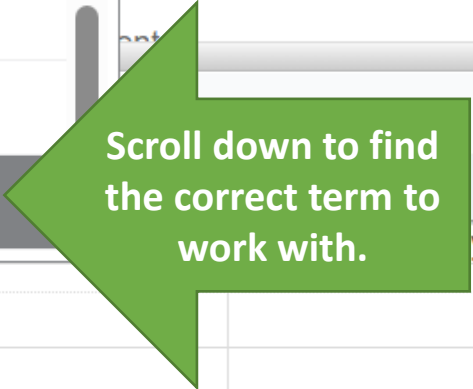
View Registration Information

Look up a Schedule | Active Registrations

Class Schedule

Term:

CRN		Hours
16209	Spring 2023 Credit Courses economics-Macro	3
18004	Summer 2023 Credit Courses ent	2
	Fall 2023 Credit Courses	
	Spring 2024 Credit Courses	
	2am	
	3am	

 Scroll down to find the correct term to work with.

step 9

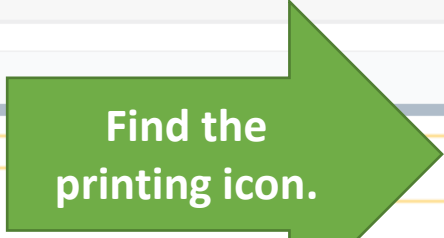
View Registration Information

Look up a Schedule Active Registrations

Class Schedule

Term: Spring 2024 Credit Courses

CRN	Details	Title	Hours	Part Of Term	Schedule Type	Status	Date
25352	GEB 2860, W01	Business Admin Capstone	3	Full Term	Classroom Section	Registered	11/30/2023



Records: 1

Schedule Schedule Details

Class Schedule for Spring 2024 Credit Courses

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2:00 PM							



There is a video after Step 15.

step 10



There is a video after Step 15.

Banner - [InPrivate] - Microsoft Edge
https://banner.aws.valenciacollege.edu/StudentRegistrationSsb/ssb/classRegistration/print

Valencia College

Alida Banegas Spring 2024 Credit Courses Schedule

Classification: Sophomore **Level:** Credit
College: Post Secondary Vocational **Major:** AS Bus Admin Mgmt Spec

Title	Course Details	Credit Hours	CRN	Meeting Times
Business Admin Capstone	GEB 2860 W01	3.0	25352	01/08/2024 - 04/28/2024 Off Campus, Online Jessica Camilo

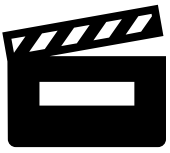
Total Hours | Registered: 3 | Billing: 3 | CEU: 0

i This is a general view of your term schedule. To see your detailed schedule, click on Schedule Details located on the bottom left on the View Registration Information page.

A banner will pop-up after you hit the print icon.

This is the reimaged Student Detailed Schedule that students will submit for approval from school counselor.

step 11



There is a video after Step 15.

Banner - [InPrivate] - Microsoft Edge
https://banner.aws.valenciacollege.edu/StudentRegistrationSsb/ssb/classRegistration/print

Valencia College

Alida Banegas Spring 2024 Credit Courses Schedule

Classification: Sophomore **Level:** Credit
College: Post Secondary Vocational **Major:** AS Bus Admin Mgmt Spec

Title	Course Details	Credit Hours	CRN	Meeting Times
Business Admin Capstone	GEB 2860 W01	3.0	25352	01/08/2024 - 04/28/2024 Off Campus, Online Jessica Camilo

Total Hours | Registered: 3 | Billing: 3 | CEU: 0

This is a general view of your term schedule. To see your detailed schedule, click on the Registration Information page.



- Back (Alt+Left arrow)
- Refresh (Ctrl+R)
- Save as (Ctrl+S)
- Print (Ctrl+P)**
- Create QR Code for this page
- Read aloud (Ctrl+Shift+U)
- Translate to English
- Add page to Collections
- Share
- View page source (Ctrl+U)
- Inspect

Prompt the printing feature on your computer by either

- right clicking on the mouse
- or hit Ctrl+P on the keyboard.

step 12

Print

Total: 1 sheet of paper

Printer

HSED-HPCLJm477fdn-078A (...)

Save as PDF

OneNote for Windows 10
Ready

OneNote (Desktop)
Ready

Microsoft XPS Document Writer
Ready

Microsoft Print to PDF

Pages

All

e.g. 1-5, 8, 11-13

Print

Cancel



Valencia College

Alida Banegas Spring 2024 Credit Courses Schedule

Classification: Sophomore Level: Credit
College: Post Secondary Vocational Major: AS Bus Admin Mgmt Spec

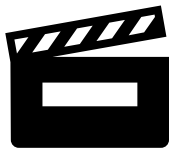
Title	Course Details	Credit Hours	CRN	Meeting Times
Business Admin Capstone	GEB 2860 W01	3.0	25352	01/08/2024 - 04/28/2024 Off Campus, Online Jessica Camilo

Total Hours | Registered: 3 | Billing: 3 | CEU: 0

This is a general view of your term schedule. To see your detailed schedule, click on Schedule Details located on the bottom left on the View Registration Information page.

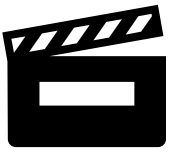
Save as PDF

Change the printer option to SAVE A PDF. This will prompt to save to your computer.



There is a video after Step 15.

step 13



There is a video after Step 15.

Print

Total: 1 page

Printer

Save as PDF

Layout

Portrait

Landscape

Pages

All

e.g. 1-5, 8, 11-13

More settings

Print using system dialog... (Ctrl+Shift+P)

Save Cancel

Valencia College

Alida Banegas Spring 2024 Credit Courses Schedule

Classification: Sophomore Level: Credit
College: Post Secondary Vocational Major: AS Bus Admin Mgmt Spec

Title	Course Details	Credit Hours	CRN	Meeting Times
Business Admin Capstone	GEB 2895 W01	3.0	25352	01/06/2024 - 04/26/2024 Off Campus, Online Jessica Camilo

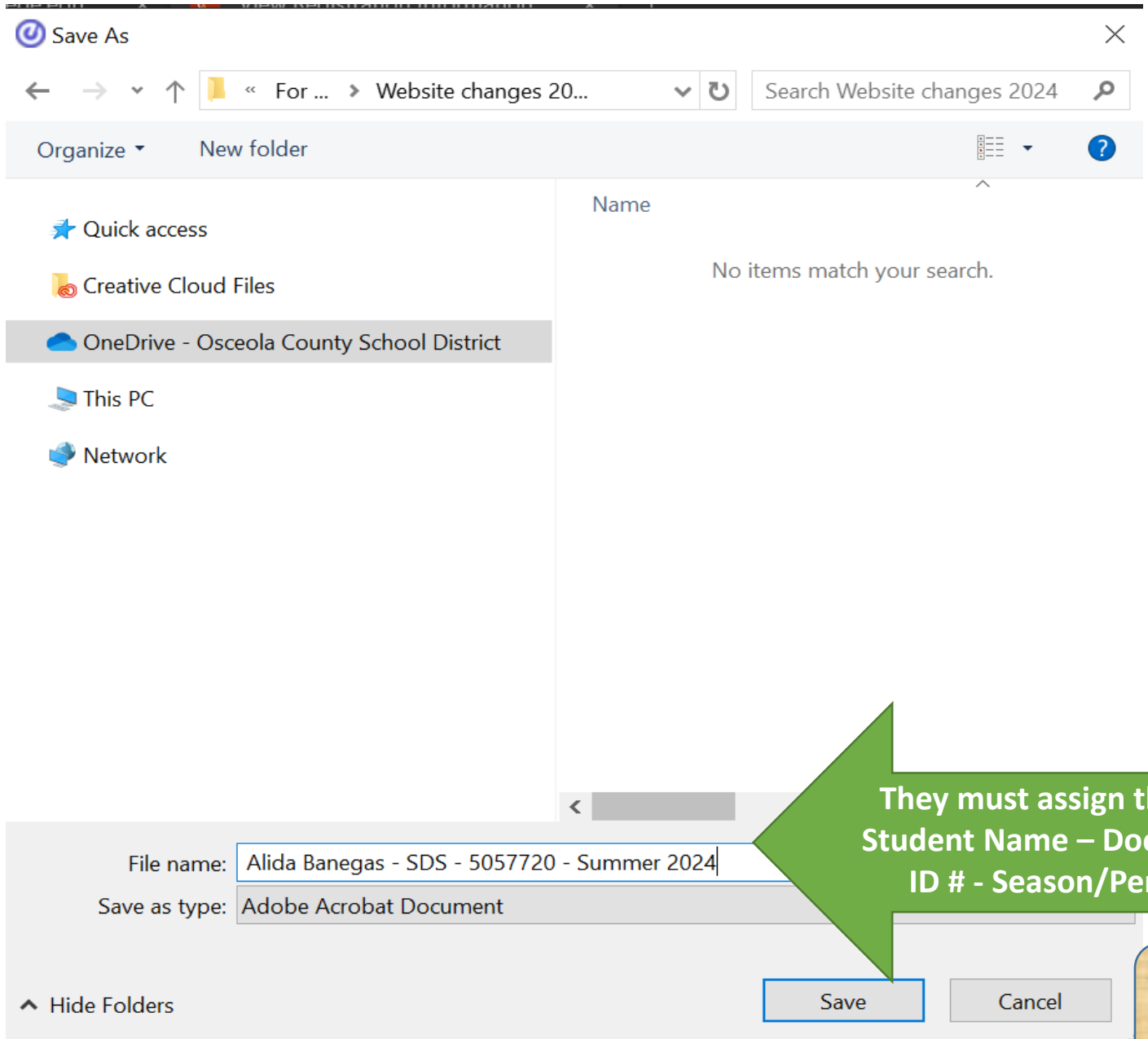
Total Hours | Registered: 3 | Billing: 3 | CEU: 0

This is a general view of your term schedule. To see your detailed schedule, click on Schedule Details located on the bottom left on the View Registration Information page.

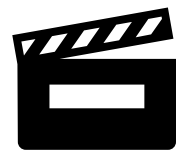
Finish saving onto your computer.



step 14



They must assign the document name as:
Student Name – Document Name – Student
ID # - Season/Period and “Click Save”



There is a video after Step 15.

step 15

Here is a short video explaining the process...

College Closure: Spring Break

Last Updated: 03/13/2024 07:00 AM

Valencia College will be closed for Spring Break from Monday, March 18 through Sunday, March 24. For general assistance, you can call 407-582-1507. The college will open and resume all services on Monday, March 25.

[More Details](#)



A Great Fit

Hours of Operations

- Please visit us within these hours:
 - 04/24/2024–05/24/2024 8:30am-4:00pm
Monday-Friday
 - 06/10/2024-06/20/2024 7:30am-4:30pm
Monday-Thursday
- Need help outside of business hours? Click the [After-Hours Request Link](#) for special circumstances.
 - If the store is already closed, no more materials can be ordered, and the student will be responsible for their own materials.
 - Join Remind so you don't miss the schedule: <https://www.remind.com/join/destu>

***Schedule subject to change every semester

SUMMER TERM



2024

**BOOKSTORE
OPEN**

APRIL 24 - MAY 24

Closed Saturday and Sunday

8:30 AM - 4:00 PM

**BOOKSTORE
OPEN**

JUNE 10 - 20

Closed Friday, Saturday, and Sunday

7:30 AM - 4:30 PM

803 Bill Beck Blvd Kissimmee, FL 34744

Need Help?

If you have any other questions, concerns, or worries please contact Alida Banegas through:
email at alida.banegas@osceolaschools.net,
call 407-870-8236 or leave a voicemail,
and/or message through Remind: <https://www.remind.com/join/destu>.

