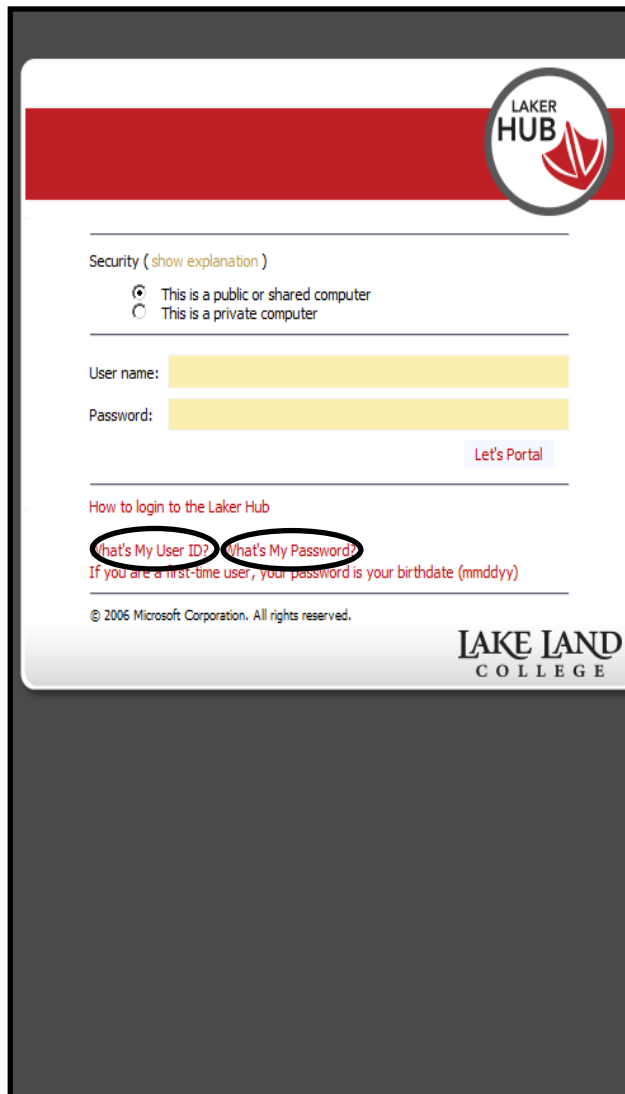




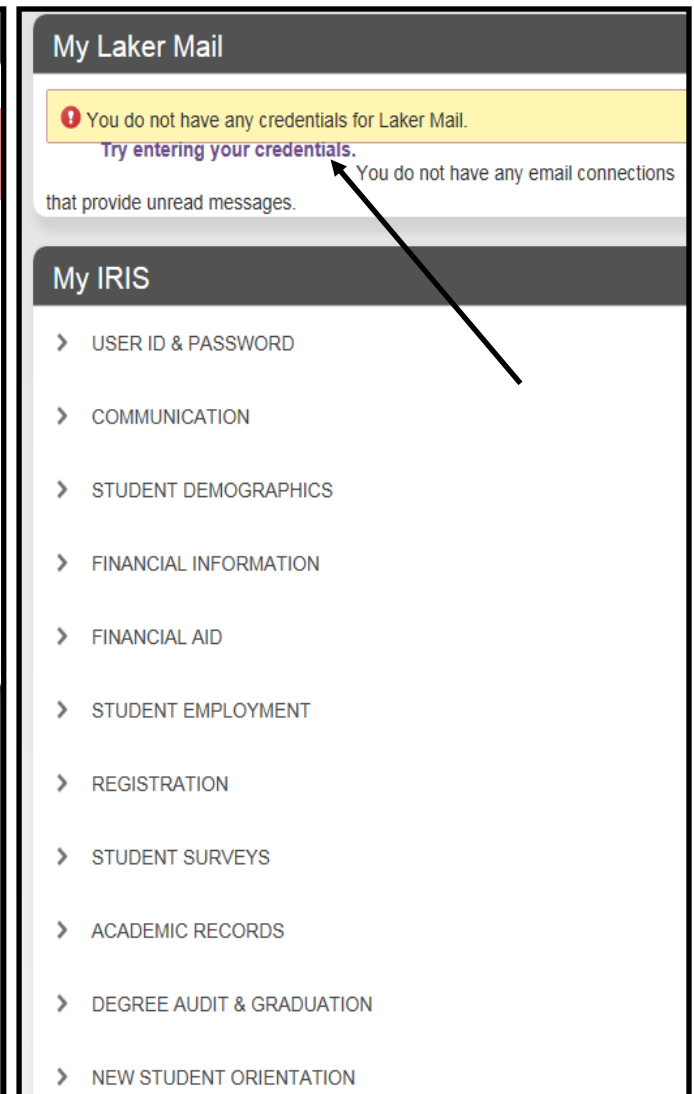
To log in to your HUB account, go to the Lake Land homepage and look to the right-hand corner of your screen. Click on "Laker Hub Login."

1



Insert User name and Password on this screen. If you do not have one, or have forgotten your credentials, choose "What's My User ID?" or "What's My Password?"

2



Click on the purple words "Try entering your credentials."

3

Start by entering **web\** (the backslash is above the Enter key) then your username following it. See the example above. Confirm your password. This will be the same password you used to log in.

4

Once your email is hooked up it should look like the photo above.

5

# Time to get registered!

Follow these steps to search for your classes and get registered. Be sure to print off a class schedule and your book-list (when available).

**My Laker Mail**

▼ You Have 0 Unread Messages

0 Laker Mail

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**My IRIS**

◀ STUDENTS

**Registration**

Advisement Information

Search-Only for Classes

Search & Register for Sections

Express Registration

Preferred Sections

Register and Drop Sections

Print My Booklist

My Class Schedule

Schedule Matrix for Students

Manage My Waitlist

**IRIS**

Search-Only for Classes ✕

1. Term or Start and End Dates are required.  
2. Enter at least one other search option.  
3. Press Submit at the bottom of the page.

Term:

Starting:  Ending By Date:

Subjects Course Number Section

Sections Meeting After:  Sections Ending Before:

Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐

To limit search to On-Campus, Effingham Kluthe Center or On-line courses ONLY, select here.

**IRIS**

Search-Only for Classes ✕

1. Term or Start and End Dates are required.  
2. Enter at least one other search option.  
3. Press Submit at the bottom of the page.

Term: 2015FA - Fall 2015

Starting On/After Date:  Ending By Date:

**Subjects** Course Number Section

ABR - Agent Broker Review  
ACT - Arch. Construction Tech  
ADN - Associate Degree Nursing  
AED - Adult Education  
AER - Aeronautics  
AGR - Agriculture  
AHE - Allied Health  
ANT - Anthropology  
ART - Art  
AUT - Automotive Technology  
BCT - Building Construction Tech  
BIO - Bio-Science  
BUS - Business  
CAD - Computer Aided Drafting  
CDL - Commercial Drivers License  
CET - Civil Engineering Technology  
CHM - Chemistry  
CIM - Computer Integrated Manuf  
CIS - Computer Information Systems

To limit search to On-Campus, Effingham Kluthe Center or On-line courses ONLY, select here.

To limit search to other specific Off-Campus sites, select here.

1. Look to the left side of the screen and click on the "Students" tab.
2. Choose the "Registration" tab.
3. Choose "Search-Only for Classes."

6

Choose the appropriate term.

7

Pull down the Subject box and find the course subject that your Counselor or Advisor has selected for you.

8

\*If your counselor or advisor provided you with section numbers please skip to Express Registration in step 13

IRIS

Search-Only for Classes ✕

1. Term or Start and End Dates are required.  
2. Enter at least one other search option.  
3. Press Submit at the bottom of the page.

Term

Starting On/After Date  Ending By Date

Subjects	Course Number	Section
BIO - Bio-Science	100	

Sections Meeting After  Sections Ending Before

Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐

To limit search to On-Campus, Effingham Kluthe Center or On-line courses ONLY

1. Term or Start and End Dates are required.  
2. Enter at least one other search option.  
3. Press Submit at the bottom of the page.

Term

Starting On/After Date  Ending By Date

Subjects	Course Number	Section
BIO - Bio-Science	100	
CHM - Chemistry	150	
HIS - History	153	
RDG - Reading	009	

Sections Meeting After  Sections Ending Before

Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☐ Sun ☐

To limit search to On-Campus, Effingham Kluthe Center or On-line courses ONLY

EK - Kluthe  
OFF - Off Campus  
ONC - On Campus  
WEB - Internet Courses

Fall 2015	Open	CHM-150-607 (607) General Chemistry I	On Campus/Day Classes	08/25/2015-12/14/2015 Lecture Monday, Tuesday, Friday 12:00PM - 12:50PM, NW, Room 102; 08/25/2015-12/14/2015 Lab/Lab-Discussion Thursday 11:00AM - 01:30PM, NW, Room 102
Fall 2015	Open	CHM-150-608 (608) General Chemistry I	On Campus/Day Classes	08/25/2015-12/14/2015 Lecture Monday, Wednesday Friday 10:00AM - 10:50AM, NW, Room 108; 08/25/2015-12/14/2015 Lab/Lab-Discussion Tuesday 09:00AM - 11:30AM, NW, Room 108
Fall 2015	Open	CHM-150-609 (609) General Chemistry I	On Campus/Day Classes	08/25/2015-12/14/2015 Lecture Monday, Wednesday Friday 09:00AM - 09:50AM, NW, Room 102; 08/25/2015-12/14/2015 Lab/Lab-Discussion Thursday 08:00AM - 10:30AM, NW, Room 102
Fall 2015	Open	CHM-150-610 (610) General Chemistry I	On Campus/Day Classes	08/25/2015-12/14/2015 Lecture Monday, Wednesday Friday 01:00PM - 01:50PM, NW, Room 108; 08/25/2015-12/14/2015 Lab/Lab-Discussion Tuesday 01:00PM - 03:30PM, NW, Room 108
Fall 2015	Closed	HIS-153-1283 (1283) History/Culture of Third World	Internet Courses/Internet Classes	08/25/2015-12/14/2015 Internet
Fall 2015	Open	HIS-153-1284 (1284) History/Culture of Third World	On Campus/Day Classes/Distance Learning	08/26/2015-12/14/2015 Lecture Monday, Wednesday Friday 10:00AM - 10:50AM, NE, Room 112, This is a distance learning class
Fall 2015	Open	HIS-153-1288 (1288) History/Culture of Third World	Kluthe/Day Classes/Distance Learning	08/26/2015-12/14/2015 Lecture Monday, Wednesday Friday 10:00AM - 10:50AM, Kluthe Center, Room 129 This is a distance learning class
Fall 2015	Open	RDG-009-10128 (10128) Essentials in Reading	Kluthe/Day Classes	08/25/2015-12/08/2015 Lecture Tuesday 03:00PM - 05:45PM, Kluthe Center, Room 225

Type in the course number that follows the course subject. Repeat these steps with all the courses your Counselor or Advisor has provided for you.

9

OPTIONAL: customize your search results by:

1. Choosing a time specific to your needs
  2. Choosing a day(s) of the week
  3. Choosing a location to best fit your needs
- In order to explore all course offerings, leave these fields BLANK.

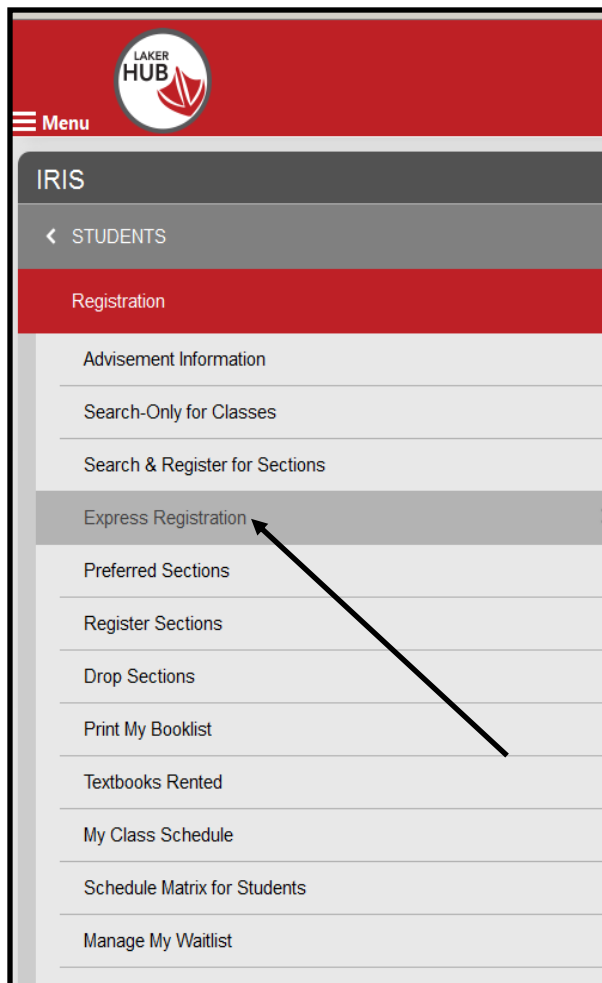
Hit SUBMIT

10

A list of course offerings that fit your search criteria will appear. Keep these things in mind:

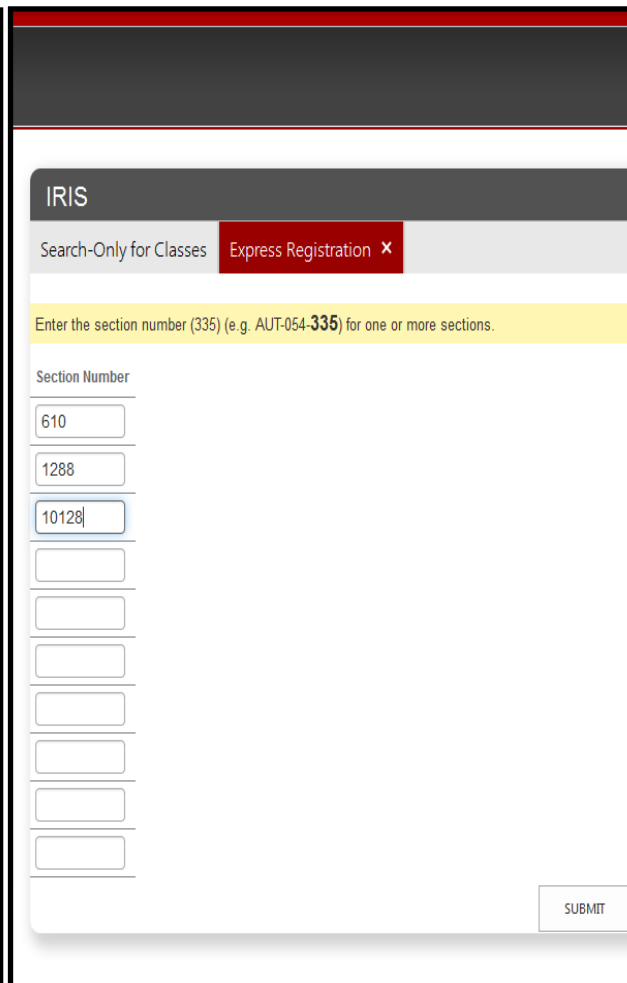
1. Look for OPEN classes. "Closed" means there are no available seats left.
2. Pay attention to the location of the course.
3. Write down the section number for each course you want. You will use these in the next step!

11



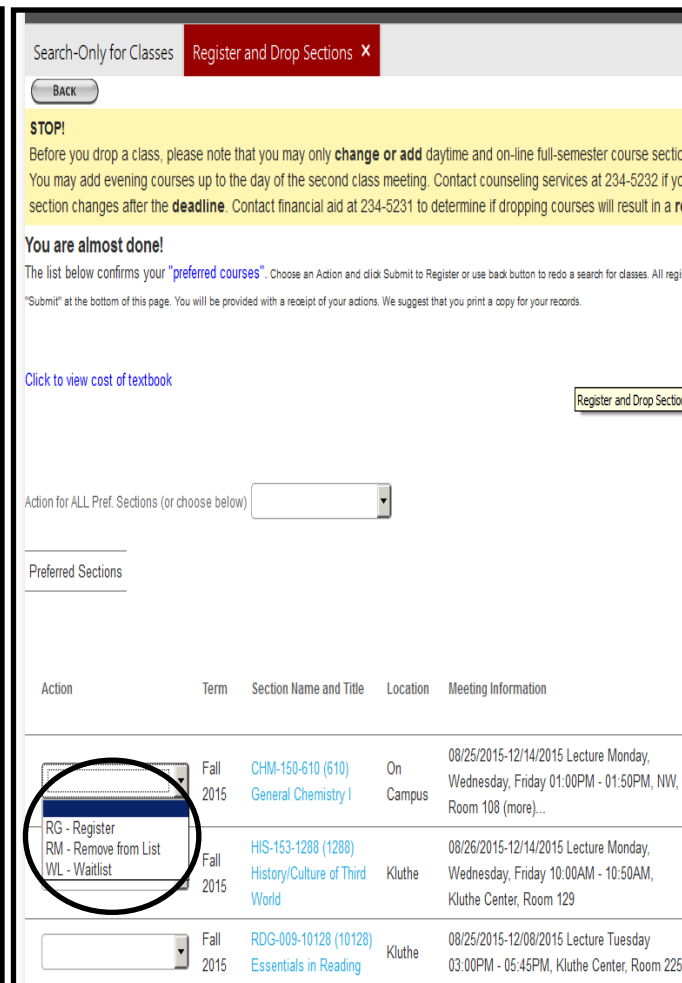
Once you have all your specific section numbers written down, click "Express Registration."

12



Enter one section number into each box then hit "Submit."

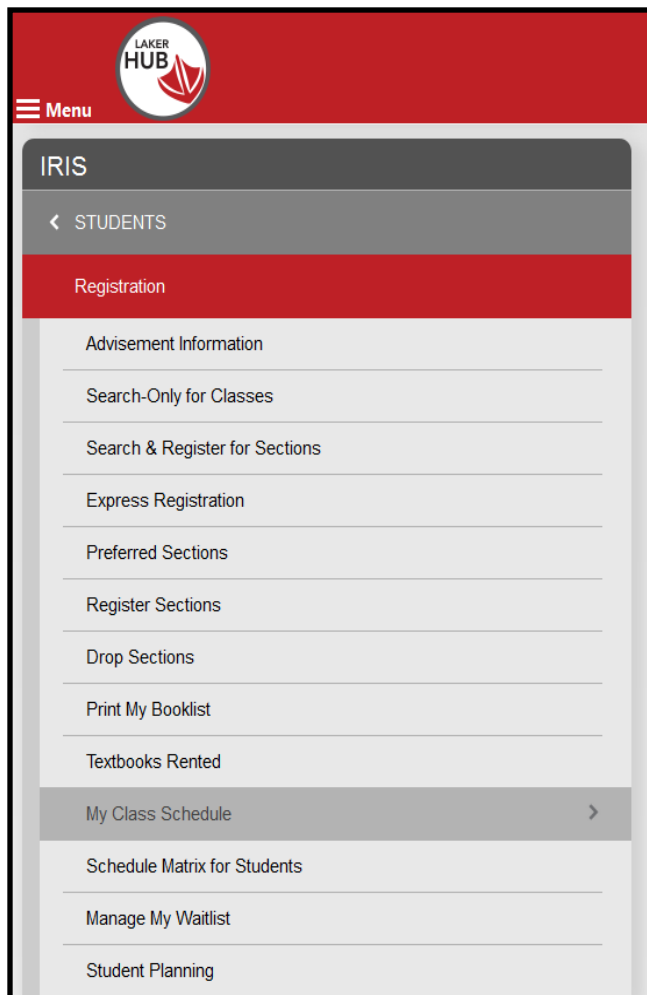
13



The boxes out to the left will allow you to register or remove each individual class.

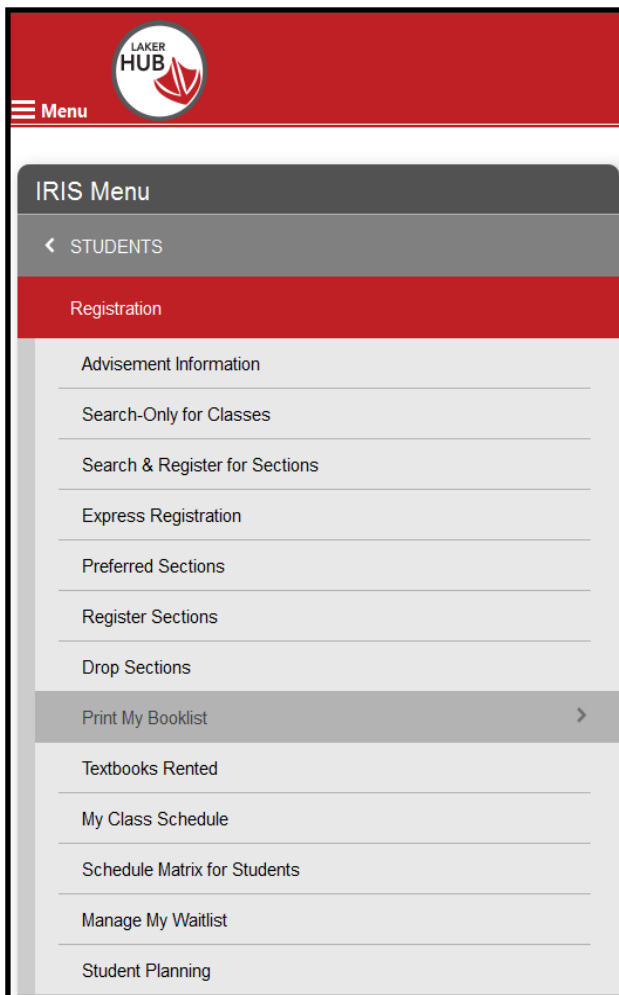
Hit "Submit" after you choose an option for each class.

14



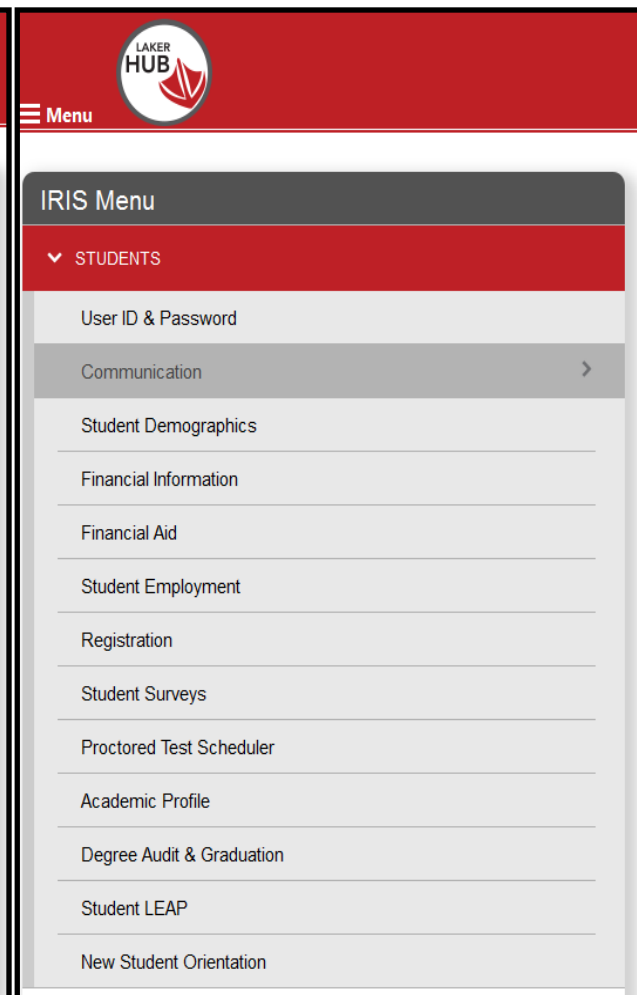
To confirm you have successfully registered for classes, view/print a class schedule. Choose **"My Class Schedule"** under the **"Registration"** tab, choose your term out to the right (you may need to scroll up) and then click **"Print."**

15



You may also choose to print your booklist if it's available. Choose **"Print My Booklist"** under the **"Registration"** tab, choose your term, and click **"Print for Booklist."**

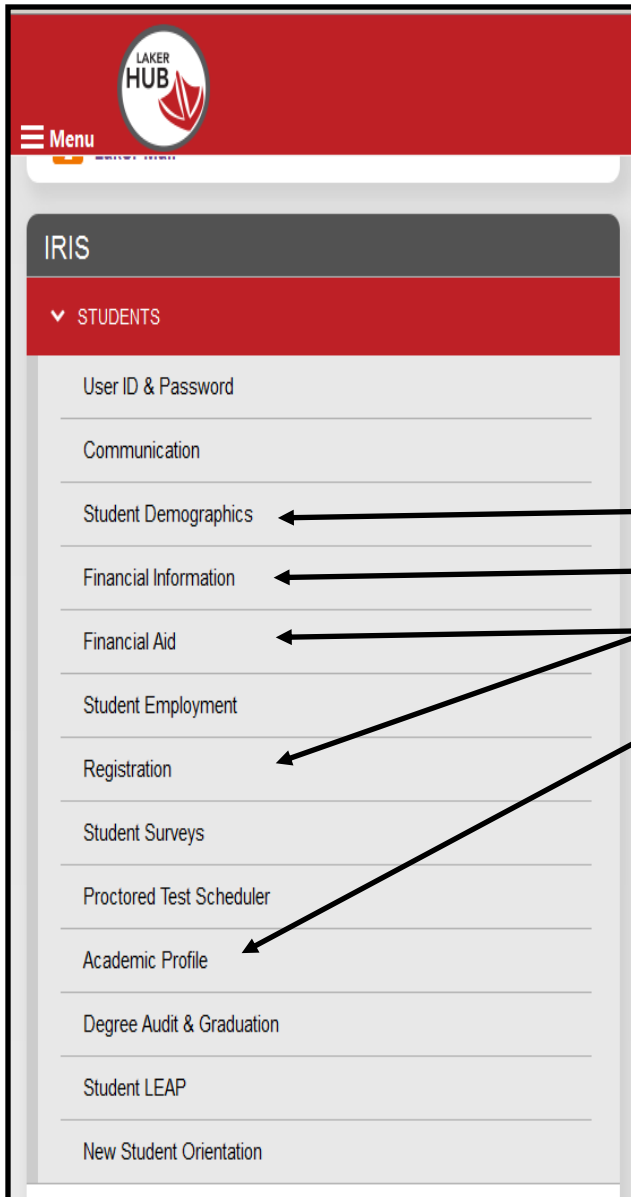
16



To sign up for text message alerts about class cancellations, critical incidents, college closings due to weather, and other general college announcements click on **"Students,"** then choose the **Communication** tab, then click on **"Text Messaging and Email Notification."**

17





## What else can I do with my HUB account?

Change your major here

View and pay your bill here

Get all your financial aid information here.

Find your academic transcripts

If you have any questions about the registration process please contact Counseling Services at 217-234-5232.



Log into your online classes here, through the main campus website.

\*Note: User ID and password will be the same as your HUB information.