



# DukeHub Faculty Portal

Duke University  
August 4, 2016

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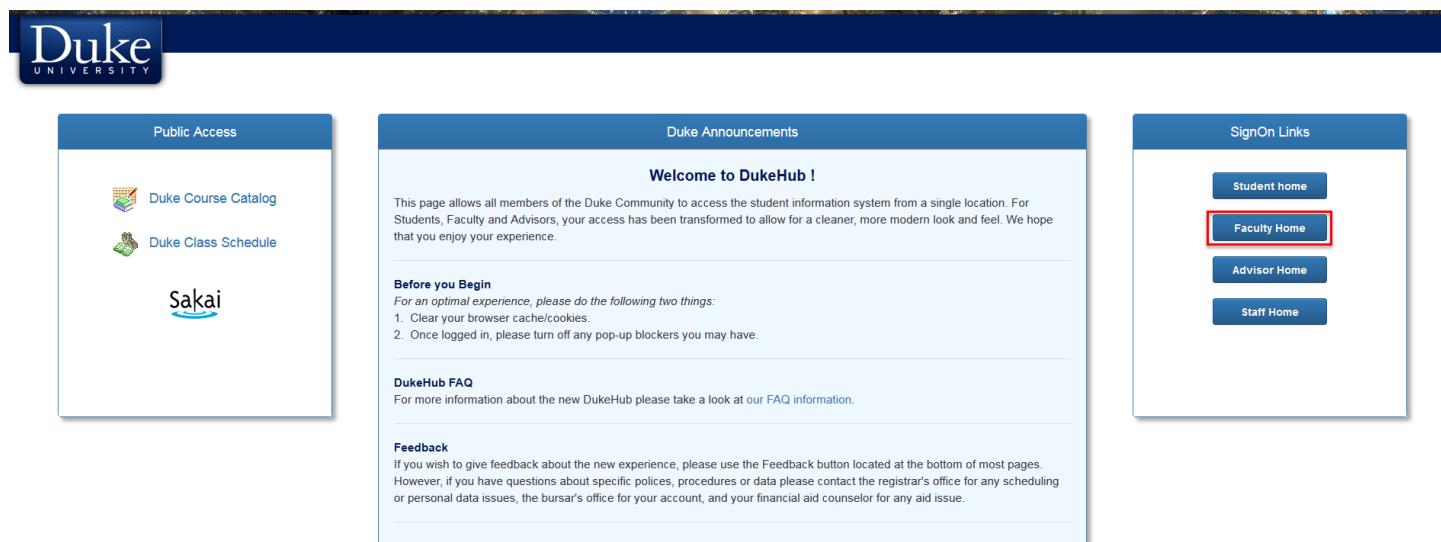
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## 2 LOGIN

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On August 6<sup>th</sup>, Access to the Faculty Center Portal will be via this URL: <https://dukehub.duke.edu/>

Click the Faculty Home Link to get started.



The screenshot displays the DukeHub landing page with a dark blue header featuring the Duke University logo. Below the header are three main content areas:

- Public Access:** Contains links for "Duke Course Catalog" and "Duke Class Schedule", along with the Sakai logo.
- Duke Announcements:** Features a "Welcome to DukeHub !" message, instructions for an optimal experience (clearing browser cache and disabling pop-up blockers), a "DukeHub FAQ" link, and a "Feedback" section.
- SignOn Links:** Provides buttons for "Student home", "Faculty Home" (highlighted with a red box), "Advisor Home", and "Staff Home".

This brings you to the DukeHub Landing Page. Click on Faculty Home

## 3 HOME PAGE

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The Faculty Center Home Page lists faculty classes and faculty exam schedule

Term Search: 2016 Summer Term 2

CHANGE DEFAULT TERM

Faculty Classes

Faculty Class List Additional Functions

Class Roster	Grade Roster	Course (Class #)	Class Title	Course Dates	Mtg Times	Room (Max Cap)	Enroll / Cap	Grading Access	Permission
		ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 09:30AM to 10:45AM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	
		ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 11:00AM to 12:15PM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	

Faculty Exam Schedule

The schedule below is the calculated exam schedule based on exam policy. Contact the registrar's office if an exam will not be administered at these times.

Course	Date	Time	Room
No Exam Schedules have been posted.			

FEEDBACK

Duke FAQ

### 3.1 CHANGING YOUR DEFAULT TERM

If when you first log in, your Term Search is not 2016 Summer Term 2, click on Change Default Term

Term Search: 2016 Spring Term

CHANGE DEFAULT TERM

A dialog box will appear. Change the Term, click on Save and Refresh Page. The new Term will appear.

Set Default Term

Change Default Term

Term: 2016 Spring Term

Save

2015 Fall Term  
 2016 Spring Term  
 2016 Summer Term 2

Click Save Click Refresh Page

Refresh Page

# 4 FACULTY CLASS LIST TAB

This tab lists all your classes for a given term. From this tab, you can view more information about the class, and access your Class Roster, Grade Roster and Permission Numbers (if applicable).

Term Search: 2016 Summer Term 2 CHANGE DEFAULT TERM

Faculty Classes

Faculty Class List Additional Functions

Class Roster	Grade Roster	Course (Class #)	Class Title	Course Dates	Mtg Times	Room (Max Cap)	Enroll / Cap	Grading Access	Permission
		ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 09:30AM to 10:45AM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	
		ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 11:00AM to 12:15PM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	

## 4.1 CLASS DETAILS

Class Roster	Grade Roster	Course (Class #)	Class Title	Course Dates	Mtg Times	Room (Max Cap)	Enroll / Cap	Grading Access	Permission
		ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 09:30AM to 10:45AM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	
		ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 11:00AM to 12:15PM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	

Click on the Subject/Catalog/Class # to get details about the class

**ARTS&SCI 101S (SEM) - 01 -- FROM DATA TO INSIGHT**

**Course Information**

Session: Regular      Location: DURHAM

Career: Undergraduate      Consent: Inst Chsnt

Instruction Mode: In Person

Enrollment & Cap: 15 / 18      Wait Total & Cap: 0 / 18

**Prerequisites**

No Prerequisites

**Reserved Seats**

No Reserve Seats

**Meeting Information**

**Meeting Information**

Room: Perkins LINK 088 (Classroom 4)      Instructor: Cetinkaya-Rundel

Meeting Time: M-F - 09:30AM to 10:45AM

Room: Perkins LINK 088 (Classroom 4)      Instructor: Morgan

Meeting Time: M-F - 09:30AM to 10:45AM

**Class Attributes**

Seminar/Lab/Topics: Seminar

Curriculum-Modes of Inquiry: (W) Writing

Curriculum-Areas of Knowledge: (QS) Quantitative Studies

Close
Close

## 4.2 CLICK ON CLASS TITLE TO SEE CATALOG DESCRIPTION OF THE COURSE

Class Roster	Grade Roster	Course (Class #)	Class Title	Course Dates	Mtg Times	Room (Max Cap)	Enroll / Cap	Grading Access	Permission
		ARTS&SCI 101S-01 (1540)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 09:30AM to 10:45AM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	
		ARTS&SCI 101S-02 (1541)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 11:00AM to 12:15PM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	

ARTS&SCI 101S (SEM) - 01 -- FROM DATA TO INSIGHT

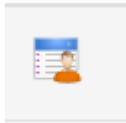
**Course Description**

From Data to Insight: The Use of Statistics and Writing in Public Health Research

**Full Course Description**

The field of public health seeks to promote the healthiest lives possible of people and communities. In this class, we will discuss complex issues in public health through the lens of statistical and scientific reasoning. We will consider multiple hypotheses about the causes and prevention of health problems related to these issues. Furthermore, we will show that the path between data and inference is not as clear-cut as it often appears in popular media by critically examining the scientific research literature. Students will lead class discussions and collaborate with peers on the major projects of the course, which will integrate statistical analysis and academic writing. Instructor: Cetinkaya-Rundel

## 4.3 CLASS ROSTER



Click on the icon to view the roster

Class Roster	Grade Roster	Course (Class #)	Class Title	Course Dates	Mtg Times	Room (Max Cap)	Enroll / Cap	Grading Access	Permission
		ARTSSCI 101S-01 (1540)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 09:30AM to 10:45AM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	
		ARTSSCI 101S-02 (1541)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 11:00AM to 12:15PM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	

2016 Summer Term 2 | Regular Academic Session | Duke University | Undergraduate

▼ **ARTSSCI 101S - 01 (1540)** [change class](#)

From Data to Insight: The Use of Statistics and Writing in Public Health Research (Seminar)

Days and Times	Room	Instructor	Dates
MTuWThF 9:30AM-10:45AM	Perkins LINK 088 (Classroom 4)		07/05/2016 - 08/11/2016

Show students who are ...

- Enrolled
  Waiting
  All

Enrollment Capacity 18      Enrolled 15

Select display option:  Link to Photos     Include photos in list

Enrolled Students										
Notify	Photo	Student ID	Duke Unique ID	Name	Grade Basis	Units	Program and Plan	Dean	Exp Grad Term	Email Address
<input type="checkbox"/>					Graded	1.00	Trinity College - Undeclared		2020 Spring Term	<a href="mailto:u@duke.edu">u@duke.edu</a>
<input type="checkbox"/>					Graded	1.00	Trinity College - Undeclared		2020 Spring Term	<a href="mailto:is@duke.edu">is@duke.edu</a>
<input type="checkbox"/>					Graded	1.00	Trinity College - Undeclared		2020 Spring Term	<a href="mailto:u@duke.edu">u@duke.edu</a>
<input type="checkbox"/>					Graded	1.00	Trinity College - Undeclared		2020 Spring Term	<a href="mailto:l@duke.edu">l@duke.edu</a>
<input type="checkbox"/>					Graded	1.00	Trinity College - Undeclared		2020 Spring Term	<a href="mailto:s@duke.edu">s@duke.edu</a>
<input type="checkbox"/>					Graded	1.00	Trinity College - Undeclared		2020 Spring Term	<a href="mailto:k@duke.edu">k@duke.edu</a>

## 4.4 GRADE ROSTER



Click on the icon to view the Grade Roster

Faculty Class List
Additional Functions

Class Roster	Grade Roster	Course (Class #)	Class Title	Course Dates	Mtg Times	Room (Max Cap)	Enroll / Cap	Grading Access	Permission
		ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 09:30AM to 10:45AM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	
		ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 11:00AM to 12:15PM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	

**Display Options:**

\*Grade Roster Type: Final Grade

Display Unassigned Roster Grade Only

Hide / Reveal Student Names

**Grade Roster Action:**

Roster Status: Submission Pending save

[\(Click here to create an \\*.xls grade entry template\)](#)

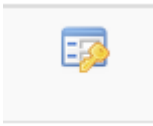
[\(Click here to upload grades from a \\*.csv file\)](#)

submit grades

Student Grade	ID	Graduating Student?	Name	Roster Grade	Official Grade	Grading Basis	Program and Plan	Level
<input type="checkbox"/>	1			<input type="text"/>		GRD	Trinity College - Undeclared	1st Year Undergraduate
<input type="checkbox"/>	2			<input type="text"/>		GRD	Trinity College - Undeclared	1st Year Undergraduate
<input type="checkbox"/>	3			<input type="text"/>		GRD	Trinity College - Undeclared	1st Year Undergraduate
<input type="checkbox"/>	4			<input type="text"/>		GRD	Trinity College - Undeclared	1st Year Undergraduate
<input type="checkbox"/>	5			<input type="text"/>		GRD	Trinity College - Undeclared	1st Year Undergraduate
<input type="checkbox"/>	6			<input type="text"/>		GRD	Trinity College - Undeclared	1st Year Undergraduate

Close

## 4.5 CLASS PERMISSIONS



Click on the icon to view and issue class permission numbers

Faculty Class List
Additional Functions

Class Roster	Grade Roster	Course (Class #)	Class Title	Course Dates	Mtg Times	Room (Max Cap)	Enroll / Cap	Grading Access	Permission
		ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 09:30AM to 10:45AM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	
		ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)	07/05 to 08/11	M-F - 11:00AM to 12:15PM	Perkins LINK 088 (Classroom 4) (24)	15 / 18	Approve	



ARTS&SCI 101S - 01 -- FROM DATA TO INSIGHT

Permission	Issued	Issued By	Used?	Student ID	Name
896087	<input checked="" type="checkbox"/>	KCARLEY	Not Used		
164420	<input type="checkbox"/>		Not Used		
479724	<input type="checkbox"/>		Not Used		
559866	<input type="checkbox"/>		Not Used		
6229	<input type="checkbox"/>		Not Used		
336244	<input type="checkbox"/>		Not Used		
123178	<input type="checkbox"/>		Not Used		
411922	<input type="checkbox"/>		Not Used		
243153	<input type="checkbox"/>		Not Used		
111764	<input type="checkbox"/>		Not Used		

Close

## 5 ADDITIONAL FUNCTIONS TAB







Term Search: 2016 Summer Term 2

CHANGE DEFAULT TERM

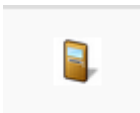
Faculty Classes

Faculty Class List

Additional Functions

Course (Class #)	Class Title	Class			Evaluation Counts
		Details	Synopsis	Textbooks	
ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)				NA
ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)				NA







### 5.1 CLASS DETAILS



Click on the icon to see class details.

Faculty Class List

Additional Functions

Course (Class #)	Class Title	Class			Evaluation Counts
		Details	Synopsis	Textbooks	
ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)				NA
ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)				NA

ARTSSCI 101S - 01 (1540) [change class](#)

From Data to Insight: The Use of Statistics and Writing in Public Health Research (Seminar)

Days and Times	Room	Instructor	Dates
MTuWThF 9:30AM-10:45AM	Perkins LINK 088 (Classroom 4)	Adrienne A Morgan, Mine Cetinkaya-Rundel	07/05/2016 - 08/11/2016

Enrollment Details

Enrollment Status	Open	Class Type	Enrollment	Credits	1

Meeting Pattern

Meeting Number	Facility ID	Facility Description	Days	Meeting Start Time	Meeting End Time
1	7704088	Perkins LINK 088 (Classroom 4)	MTWThF	9:30AM	10:45AM

Instructors

Meeting Number	ID	Name	Instructor Role	Print	Grade Roster Access
1			Primary Instructor	Y	Approve
1			Primary Instructor	Y	Approve

Class Topic

Please contact the Registrar to add or change a topic for this class.

Class Capacities

Request Room Cap 18 Enrollment Capacity 18 Wait List Capacity 18

Maintain Permission Numbers

"Add" Permissions 10 "Add" Perms Used 0 [View "Add" Perms](#) [Create "Add" Perms](#)  
 "Drop" Permissions 0 "Drop" Perms Used 0 [View "Drop" Perms](#) [Create "Drop" Perms](#)

Class Attributes

Attribute	Description	Value	Description
1 BLTN	Bulletin Describing a Course	01-U	Undergraduate Bulletin
2 COMP	Seminar/Lab/Topics	*	Seminar
3 CURR	Curriculum-Modes of Inquiry	W	(W) Writing
4 USE	Curriculum-Areas of Knowledge	QS	(QS) Quantitative Studies

## 5.2 COURSE SYNOPSIS



Click on the icon to view Course Synopsis

## Introductory Biochemistry I: Intermediary Metabolism (Lecture)

Days and Times	Room	Instructor	Dates
MTuWThF 9:30AM-10:45AM	Nanaline Duke 147		05/18/2016 - 06/27/2016

**Not Published****Course Information**

The bulletin description and pre-requisites listed below reflect information that is in the official course catalog of Duke University. If you believe this information should be changed, please consult your department DUS or DGS about filing an official course change form. [N.B., the instructor listed in the bulletin description may not be current.]

**Bulletin description** Chemistry of the constituents of proteins, lipids, carbohydrates, and nucleic acids and their metabolic interrelationships.  
Prerequisite: two semesters of organic chemistry. Instructors: Coggins and Staff

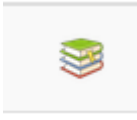
**Pre-requisites enforced at registration** None

**Course instructors**

All primary instructors will be included in synopsis. Use the "Display" checkbox to control which other instructors will appear with the synopsis.

Close

## Textbooks



Click on the icon to view and update textbook information

Faculty Class List		Additional Functions							
Course (Class #)	Class Title	Class Details	Synopsis	Textbooks	Evaluation Counts				
ARTS&SCI 101S - 01 (1540)	FROM DATA TO INSIGHT (SEM)				NA				
ARTS&SCI 101S - 02 (1541)	FROM DATA TO INSIGHT (SEM)				NA				

## BIOCHEM 301 - 01 (1882)

BOOKLIST

2016 Summer Term 1 | Regular Academic Session | Duke University | Undergraduate

**BIOCHEM 301 - 01 (1882)** [change class](#)

Introductory Biochemistry I: Intermediary Metabolism (Lecture)

Days and Times	Room	Instructor	Dates
MTuWThF 9:30AM-10:45AM	Nanaline Duke 147		05/18/2016 - 06/27/2016

**Duke Textbook Store Data Export -- Booklist Option**

Please select one of the options listed below to assist the Duke Textbook Store in listing this course after they receive the information. To ensure that the option selected is reflected in the class schedule links please Save and Submit all Booklist Option changes EVEN IF YOU DO NOT LIST ANY BOOKS BELOW.

List Books/Materials Below
  Use Last Term's Booklist
  No Texts Required
  To Be Determined
  Course Pack Available in Class
  Determined Individually

**Textbook Store Course Status**

Latest Status:  
Listed on-line

[View Textbook Store Listing](#)

Status Last Updated from Bookstore:  
05/10/2016

Changes Last Submitted for Export:  
05/09/2016

Changes Last Exported to Bookstore:  
05/09/2016

**Duke Textbook Store Data Export - General Information**

Primary Instructor(s): Cc Enrollment Estimate: 60

Box: Preferred Email: !@duke.edu Preferred Phone: 919/684-

Contact Person (If C Contact: 919/684-

## Evaluation Counts

If your course has end of semester course evaluations, you will see the number of students who have completed an evaluation

Term Search: 2016 Summer Term 1

[CHANGE DEFAULT TERM](#)

Faculty Class List		Additional Functions							
Course (Class #)	Class Title	Class Details	Synopsis	Textbooks	Evaluation Counts				
BIOCHEM 301 - 01 (1882)	INTRO BIOCHEMISTRY I (LEC)				9/33				