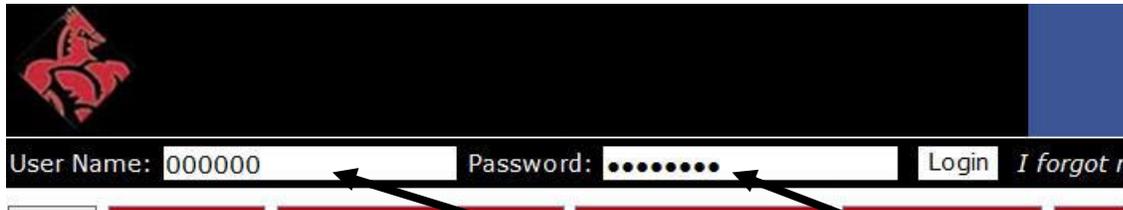


General Student Information about the RedZone

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)**.



A screenshot of the RedZone login page. At the top left is a red horse logo. Below it is a black header bar with a blue section on the right. The main content area has a black background with white text. It shows a 'User Name:' field with '000000' entered, a 'Password:' field with seven dots, a 'Login' button, and a link 'I forgot my password'. Two black arrows point from the text below to the username and password 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.



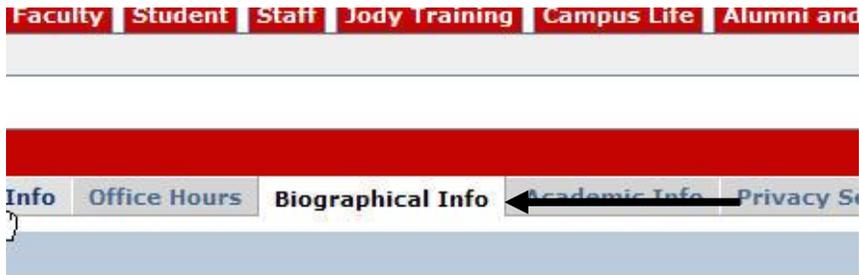
A screenshot of the RedZone page after login. The top header is black with a blue section on the right. Below it is a black bar with white text showing 'User Name: 000000', 'Password: [empty]', 'Login', and 'I forgot my password'. Below that is a red navigation menu with white text: 'Home', 'Admissions', 'Campus Life', 'Faculty', 'Alumni and Friends', 'Employee Info', and 'Help'. Below the menu is a grey bar with the text 'You are here: The Red Zone'. Two black arrows point from the text below to the 'I forgot my password' link and the 'Faculty' link.

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



A screenshot of the RedZone page showing the user's profile. The top header is black with a blue section on the right. Below it is a black bar with white text showing 'Welcome back Dana M Eggers (Site Manager | Personal Info | Logout)'. Below that is a red navigation menu with white text: 'Home', 'Admissions', 'Academics', 'Welcome', 'Faculty', 'Student', 'Staff', and 'Jobs'. Below the menu is a grey bar with the text 'You are here: The Red Zone'. Below that is a red bar with white text 'The Red Zone' and a white bar with black text 'The Red Zone'. A black arrow points from the text below to the 'Personal Info' link.

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.

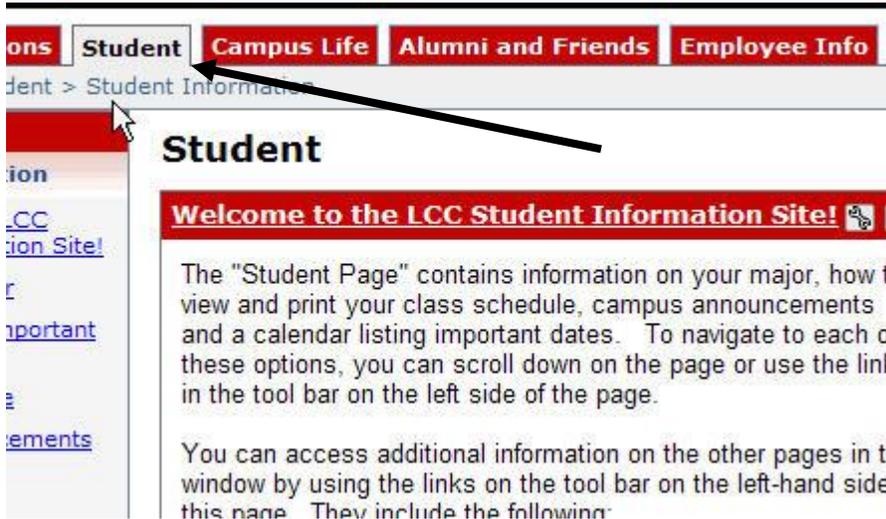
A 'Personal Information' form with fields: Title, Middle/Initial, Last, Hide Middle Name, E-mail Address, Nickname, Address. An arrow points to the Address field.

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

A message: "Updates submitted are not immediate. They will be reviewed and you should be...". Below it, buttons for Submit and Cancel. An arrow points to the Submit button.

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.