Faculty and Staff Guide to Port of Armstrong

Port of Armstrong is the secure web portal where the Armstrong community can connect to online academic resources, administrative services, and community information.

Logging In
To login to Port of Armstrong, go to port.armstrong.edu and enter your Active Directory/Port username and your Active Directory/Port password.

907 and Port ID Lookup
If you do not know your 907 number or Port ID, click here to look it up.
Enter your name, last four digits of your Social Security Number, and your birthdate to lookup ID.

Resetting your Port Password

To reset your Port Password, click here.
Enter your 907 number, Port ID, and the last four digits of your Social Security Number.

Resources and Information Available in Port of Armstrong

Port recognizes who you are based on your role at Armstrong and displays content accordingly. After logging in, different pages of content will be displayed for employees, faculty, and students. The portal provides customized content for specific audiences.
Information Available on the Home Tab

When you first login to Port of Armstrong, the Home Tab is displayed. Click here to change your Password.

Click the tabs at the top to access more information and resources.

Access these campus resources with one-click.

Update your contact information for Blast.

Quick-links to additional campus logins.

Connect with Armstrong on Social Media.

Submit feedback for the Port of Armstrong team here.

Campus News and Event Information can be found in these sections.

View recent postings on the Business & Finance Blog.
Employee Services available with one click.
No additional login is necessary to access these accounts when accessing through Port of Armstrong.

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<td>Click here to access SHIP for student and course information.</td>
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<td>SHIP - Academic Information System</td>
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<td>Armstrong eClassroom</td>
<td>Armstrong eClassroom is our online learning management system.</td>
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<td>Armstrong’s professional development system – Building a Better U.</td>
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<td>Building a Better U</td>
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<td>SmartEvals</td>
<td>SmartEvals is the Armstrong Course and Instructor evaluation system.</td>
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<td>Manage your Parking and Vehicle information for campus.</td>
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<td>PeopleAdmin is the interface for the campus employment site.</td>
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Employee Services requiring additional login information and authorized access.
Additional login information is required to access the following applications. Some applications are only accessible to individuals with authorized access.

- **Google**
  - **Gmail**
  - [Login to your Armstrong email account.]

- **BANNER**
  - **BANNER INB Student Information System**
  - [Connect to the Banner System.]

- **ARGOS**
  - **Argos**
  - [Reporting solutions available through Argos.]

- **ADP**
  - **ADP Payroll & Employee Info**
  - [Self-service employee site for benefits and payroll.]

- **PeopleSoft**
  - **PeopleSoft Travel & Expenses**
  - [Enter and approve eProcurement requisitions.]

- **PeopleSoft**
  - **PeopleSoft Procurement (Campus only)**
  - [Travel and expenses processing system.]

- **iStrategy**
  - **iStrategy (Campus only)**
  - [Authorized access only for Budgeting.]

- **R25**
  - **R25 Reserve Event Spaces**
  - [Room and facility reservation system for campus.]

- **pay online**
  - **TouchNet**
  - [Access and pay student account balances.]

- **HelpDesk**
  - **Techcenter Helpdesk**
  - [The IT Services HelpDesk ticketing system.]

- **Fax Portal**
  - **Fax Portal**
  - [Fax portal access for authorized users.]
Information Available on the Faculty Tab

Under the Faculty tab, resources and information for Faculty is available.

- Faculty voting link.
- Classroom information and resources.
- Quick link to Peoplesoft to submit expense reports.
- Information about hiring processes is provided by Human Resources.
- Coordinating a meeting? These links will help.
- News and blog postings are available in this column.
- Information for and about new faculty can be found here.
- Links to important faculty information.
- Tenure process information for each college.
**Information Available on the Advise Tab**

Under the **Advise** tab, resources and information for advising students is available.

**Checklist of quick links for advising students.**  
Search for students and advisees quickly.

**Additional advising resources.**

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**Information Available on the Teach Tab**

The **Teach** tab allows for quick access to course information.

**Attendance verification quick links.**  
Grade status can be checked here.

**Information on courses you are teaching would be found here.**
Information Available on the Resources Tab

The **Resources** tab allows for quick access to frequently requested campus information.

- **Armstrong holiday schedule**
- **Parking on campus**
- **Facility Services requests**
- **Quick links to ADP and Peoplesoft logins**
- **Employee benefits**
- ** iTServices info**
- **Travel and purchasing links**
- **Business and Finance forms**
- **iStrategy login**
- **Hiring information**
- **Evaluation forms**
- **Armstrong holiday schedule**
- **Savannah bus information**
- **Staff Advisory Council updates**
- **Armstrong policies**
- **Travel and purchasing links**
- **Staff Advisory Council updates**
- **Armstrong policies**
Information Available on the Port Apps Tab
The Port Apps page contains new applications and other applications that were previously available in our previous portal, Pirates’ Cove. Depending on your campus role, you may have access to different Port Apps. Listed below are some Port Apps available for authorized departments.

- Documentation available from select departments
- Major change for academic department use
- Viewing and submitting campus event announcements
- Military transfer credits