

Using Maven

All fully online sections will be scheduled using Maven, an online course scheduling tool. If you need training or support of this tool, please see the overview below or contact Jeff Wimett, x4470, jeffrey.wimett@umontana.edu.

Accessing Maven

To access Maven, go to <https://mcewww.cec.umt.edu/Maven/>.

If you do not have an account or have forgotten your username and password, please email jeffrey.wimett@umontana.edu.

For new accounts: Please provide a list of rubrics you need when requesting an account. ANTH is an example of a rubric.

Maven Screens

Rollover Courses: This screen is equivalent to the Banner Rollover Report. It shows the online courses offered last year. Rollover or remove sections from this screen. The Courses Not Rolled Over screen shows sections that were removed from the Rollover Courses screen.

List/Add Course Sections: This screen allows you to add new sections and view or edit existing ones. Before adding or editing, ensure you are in the correct term.

Pending, Approved, Rejected Courses: These screens allow you to see a list of all sections that are pending approval, have been approved, or have been rejected. If you have questions about a section's status, please contact Jeff Wimett, x4470, jeffrey.wimett@umontana.edu.

Departmental Report: This report allows you to see all sections scheduled. Once registration opens, you will be able to quickly see the number of registration, student credit hours, and FTE.

Development Proposal: This form is used to begin the process of developing an online course. If faculty are interested in developing an online course, you may complete and submit this form for them, or they may email Robert Squires, robert.squires@umontana.edu.