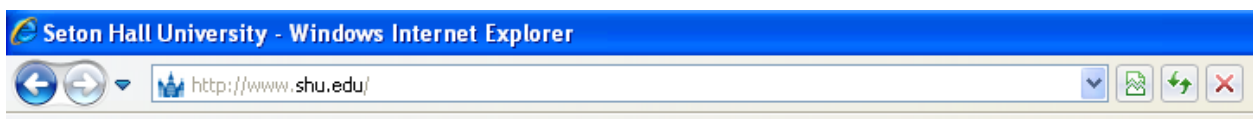


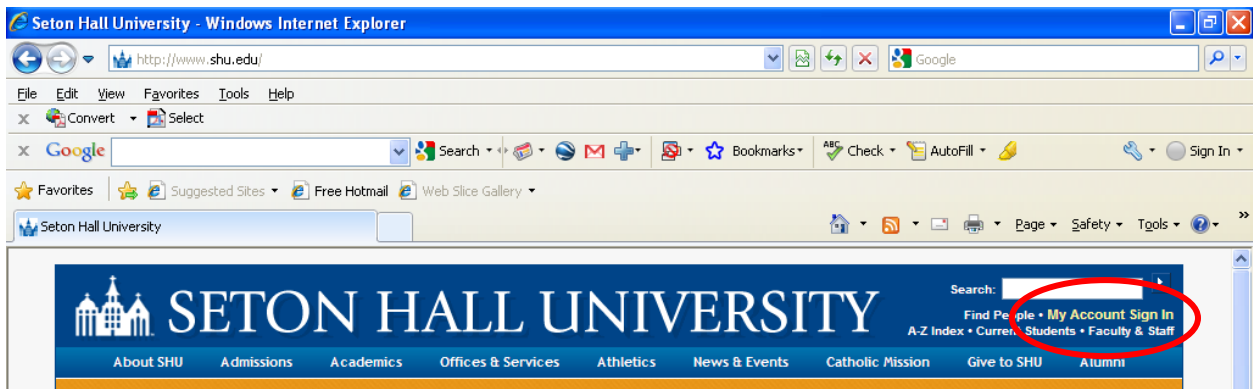
Accessing and Navigating the Seton Hall University Organization Chart

****Note: The Org Chart will only work in Microsoft Internet Explorer. Browsers such as FireFox and Safari are not supported****

1. Go to the Seton Hall Homepage. < <http://shu.edu>>



2. Click on 'My Account Sign In' at the top right of the screen.



3. Login to PirateNet using your shortname and password.

SIGN INTO YOUR SETON HALL ACCOUNT

► **SIGN IN TO PIRATENET**
Seton Hall's portal for Students, Accepted students, Faculty and Employees.

Username Password Sign In ►

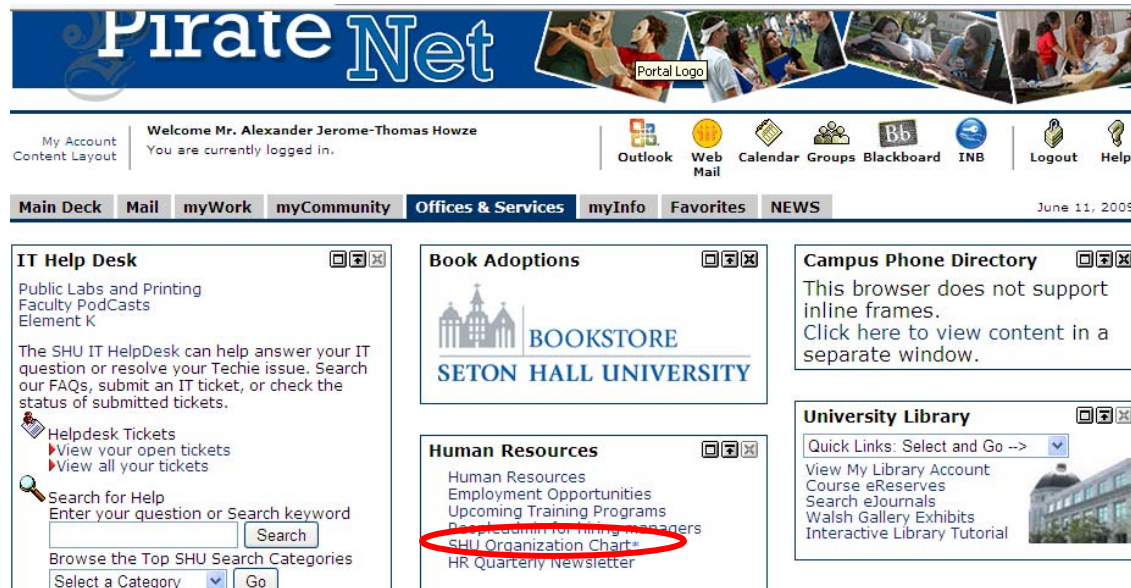
► **OTHER SETON HALL ACCOUNT LINKS**

FRESHMAN AND TRANSFER APPLICANTS Access and Submit Your Application Sign In or Create Your Account	GRADUATE STUDENT APPLICANTS Access and Submit Your Application Sign In or Create Your Account
ALUMNI, DONORS AND FRIENDS Update Your Profile and Search for Friends Sign In Now Create an Account	JOB SEEKERS Search and Apply for SHU Jobs Sign In or Create an Application Now
PARENTS Information and Services for Parents View Parent Info ►	

1. Click on the 'Office and Services' Tab



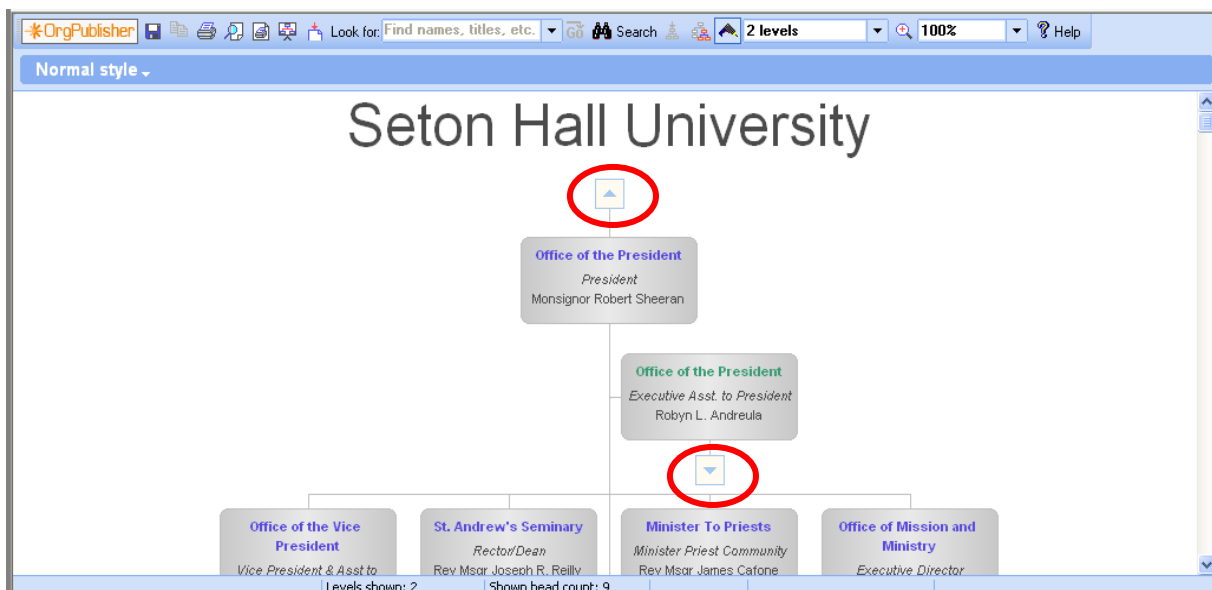
2. Click 'SHU Organization Chart' under the 'Human Resources Section'




3. If asked to install an 'active x' control click 'install'



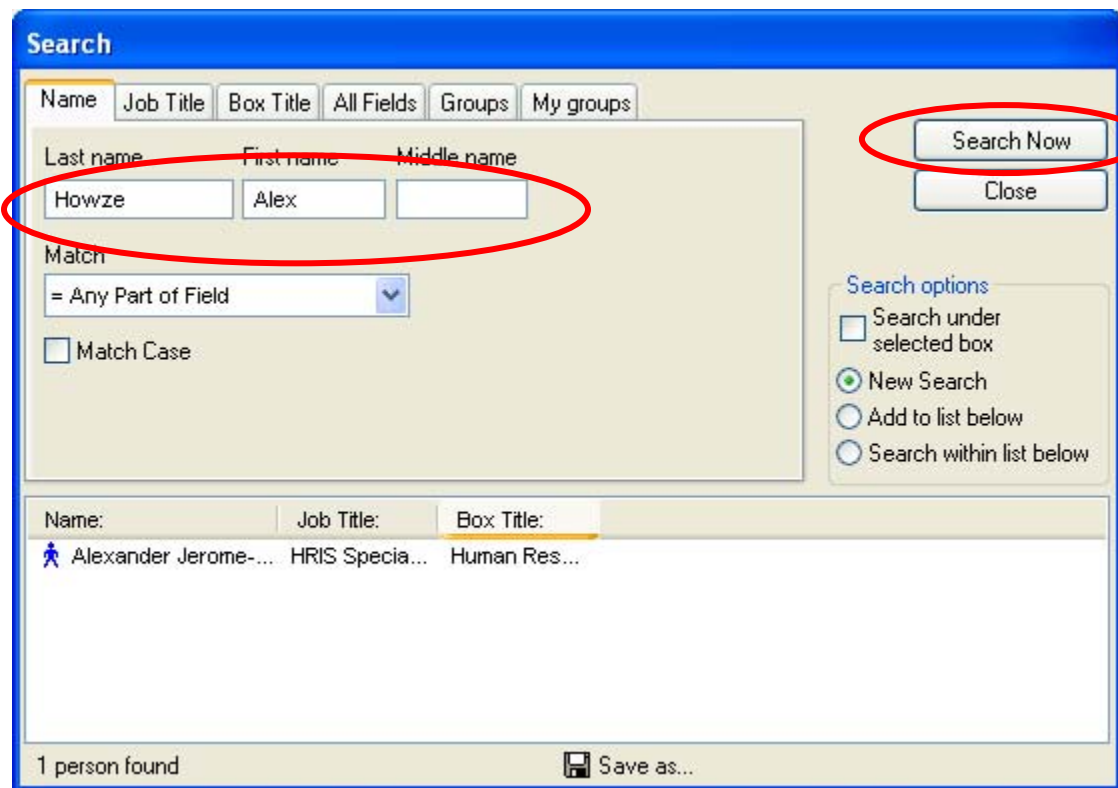
4. Navigate the chart by clicking the drill buttons.



1. To search for a specific name click the  Search Icon at the top of the screen.



2. Enter the person's last and first name in the search box. (If you do not know the entire name you can enter part of the name). Click 'Search Now.'



3. Double click the name you are looking for.

Search

Name Job Title Box Title All Fields Groups My groups

Last name First name Middle name

Alex

Match

= Any Part of Field

Match Case

Search options

Search under selected box

New Search

Add to list below

Search within list below

Name:	Job Title:	Box Title:
Alexandra Elizabeth Ayer	Athletics Marketing Manager	Varsity Athletic Administration
Dr. Alexander Y Fadeev	Associate Professor	Chemistry and Biochemistry
Alexander Jerome-Thomas Howze	HRIS Specialist	Human Resources Office
Alexander Simonson	Associate Professor	marketing

4 people found Save as...

4. You will be taken to that person's position in the Organizational Chart.

