

New Student Information Instruction Sheet

To sign into MedHub, please go to <https://ttuhsc.medhub.com/index.mh> and click on the upper left hand button that says **eRaider Login**.



[eRaider Login](#)

Welcome to the Texas Tech University Health Sciences Center Student Management System.
This resource provides TTUHSC students with the ability to plan their rotation schedules, keep track of their educational progress, and communicate with other students, faculty members, and administrators.
If you need access, please contact your student administrator.

Recommended Browsers
Google Chrome
Mozilla Firefox
Apple Safari 9+
Internet Explorer 9+

Additional Tools
Adobe Reader 8+
Flash Player 9+

Log in

[Forgot my password](#)
☐ remember me
 [Help](#)



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If unable to log in, verify your email address is validly formatted and then see Help section on last page.

From there you will be taken to a login page where you must sign in with your eRaider username and password.



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER™

Sign in with your eRaider username

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Once you log into MedHub using your eRaider credentials, you will be taken to the Home Page.

The screenshot shows the MedHub Home Page for a Test Student. The top navigation bar includes links for Home, Portfolio, Schedules, Procedures, Evaluations, Conferences, and Help. The main content area is divided into several sections: Urgent Tasks (Incomplete Evaluations: 2), Personal Calendar (Monday, April 15 to Friday, April 19), Tasks (Change Password, Review Records, Update Insurance Info, Preferences, Manage Enrollment), Announcements (no events), Resources/Documents (Faculty Directory, Resident/Fellow Directory, Student Directory, Residency Program Directory), and a Portal Channel (Texas Tech Health Sciences Center School of Medicine Vision). The Portal Channel also features a Reuters Health News section with articles about measles cases and gene therapy.

To access New Student Information Sheet, click on the **Evaluations Tab** on the top.

The screenshot shows the top navigation bar of the MedHub interface. The tabs are Home, Portfolio, Schedules, Procedures, Evaluations, Conferences, and Help. The Evaluations tab is highlighted in black, indicating it is the active tab.

You will be taken to a screen where you can see your Evaluation Requests (you won't have any yet). To self-initiate your New Student Information Sheet, click on the button that says **Initiate Self Evaluation**. (This might be on the side of the page or at the bottom depending on the width of your browser.)

A button labeled "Initiate Self Evaluation" with a small icon of a document and a pencil.

If you do not see this button, please see Help section on last page.

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Now you should see the form that is about to be created for you called New Student Information Sheet in the course AAA – New Student Orientation. **Click Submit.**

Please select the form to initiate the evaluation.

Course **AAA - New Student Orientation**
Evaluation Form: New Student Information Sheet

Submit

If you do not see the New Student Information Sheet after clicking to initiate the self-evaluation, please see Help section on last page.

You are now viewing the New Student Information Sheet. Notice any question that is mandatory has an * at the end of the question. Any question that does not have this *, you may skip if you desire.

Example:

1. Please indicate the number of guests attending the White Coat Ceremony (limit = 10) *

At the bottom of the evaluation, when you are ready to submit, make sure the drop-down box says **Submit Completed Evaluation** and then click the **Submit** button. If you are not ready to submit, you can change the drop down to Save Answers – I will finish later then click Submit.

Submit completed evaluation ▼

Submit

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If you have saved an evaluation for later, you will see it in your Evaluation Requests under the Evaluations tab. **Please do not initiate a second evaluation.** To complete the evaluation you have partially completed, click on the name of the evaluation in the request box to open the evaluation back up.

Evaluation Requests

<u>Evaluation</u>	<u>Date</u>	<u>Rotation</u>	<u>Service</u>	<u>Status</u>
Self Evaluation - New Student Information Sheet	04/15/2019	--	--	Partially Completed

HELP:

Please contact Lauren Spangler (lauren.spangler@ttuhsc.edu) with your eRaider username and validly formatted email address (firstname.lastname@ttuhsc.edu) if any of the following occur:

- Unable to log in using eRaider button
- Do not see Initiate Self-Evaluation button
- Do not see New Student Information Sheet when clicking self-evaluation

You can also contact her if you need to make changes to your New Student Information Sheet after submitting it.

Please contact Jennifer Acevedo (Jennifer.acevedo@ttuhsc.edu) in the Student Affairs Office if you need clarification regarding the information requested on the New Student Information Sheet.