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.
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.

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