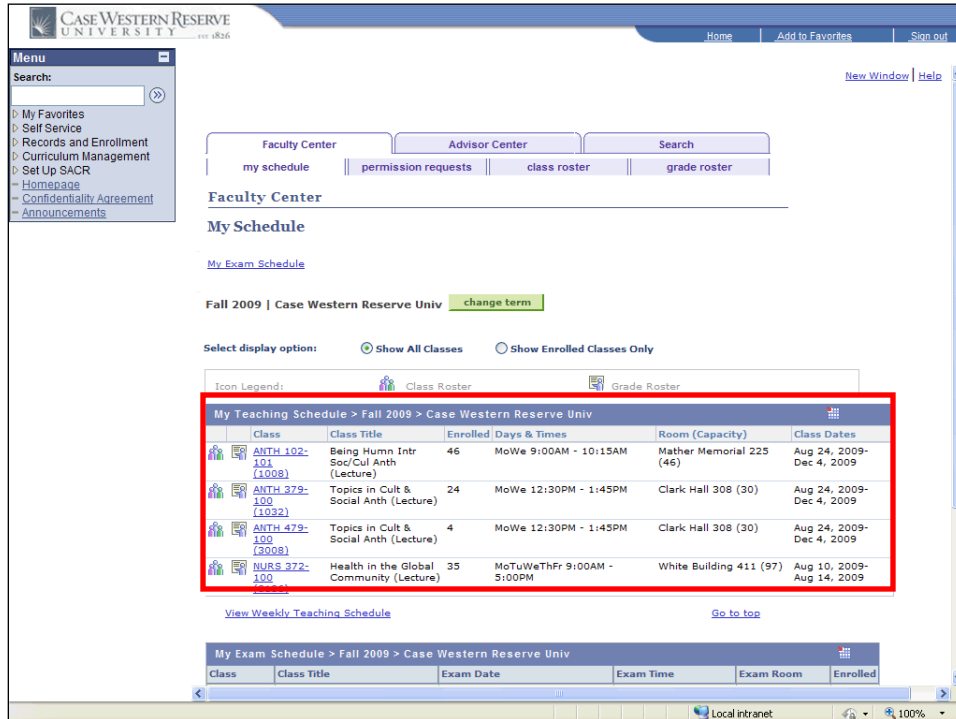
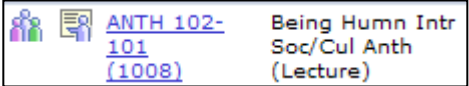


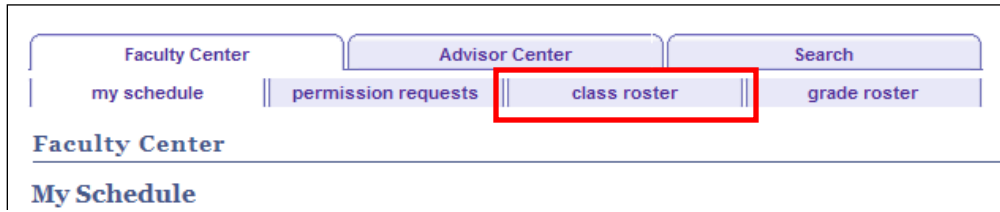
Changes to the Faculty Center


Procedure

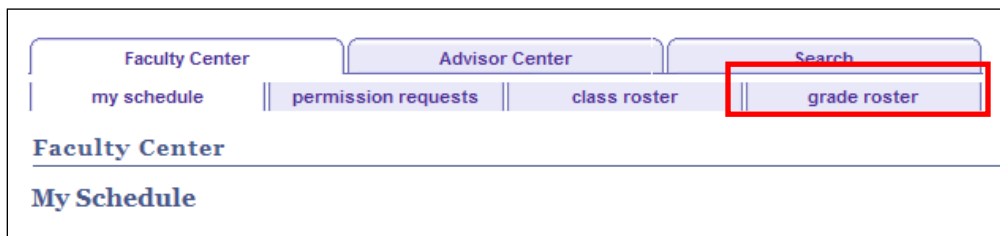
This document reviews the changes that were made to the SIS Faculty Center following the system upgrade in December 2009.




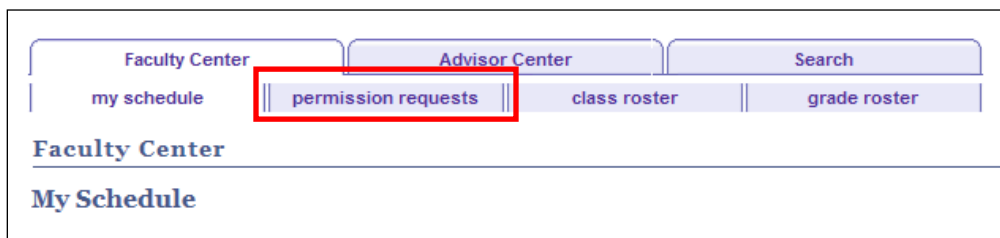
Step	Action
1.	<p>The My Teaching Schedule section continues to display an icon to access the class roster for each class in which students are enrolled. At grading time, the grading roster icon also displays. These icons must be used the first time a class roster or grade roster is accessed. After that, the Class Roster and Grade Roster tabs can be used to access the rosters.</p> 




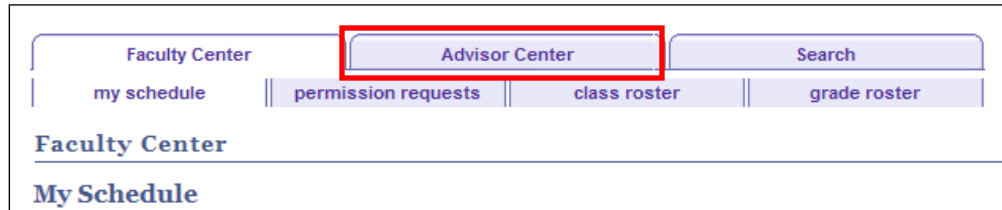
Step	Action
2.	Once a class has been selected on the Teaching Schedule, class rosters can also be accessed through the Class Roster tab at the top of the Faculty Center screen. 




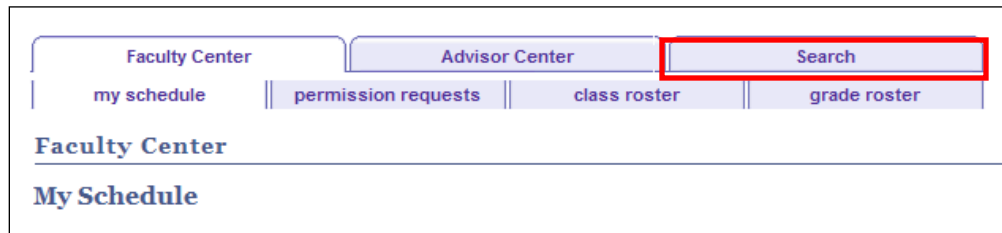
Step	Action
3.	Once a grade roster has been selected from the Teaching Schedule, grade rosters can be accessed through the Grade Roster tab at the top of the Faculty Center screen. 




Step	Action
4.	The Permission Requests tab remains unchanged in its functionality. 



Step	Action
5.	<p>The Advisor Center tab replaces the link called "View My Advisees". Click on the Advisor Center tab to see a list of your advisees.</p> 



Step	Action
6.	<p>The Search tab opens additional functionality for searching for classes, courses, and faculty members.</p> 
7.	<p>For additional information on the functionality described in this document, please see the documentation for each individual item or tab.</p> <p>End of Procedure.</p>