



Student Administration (SA)

Faculty Advisory Workgroup

Faculty Center Tool - Demonstration

February 6, 2008



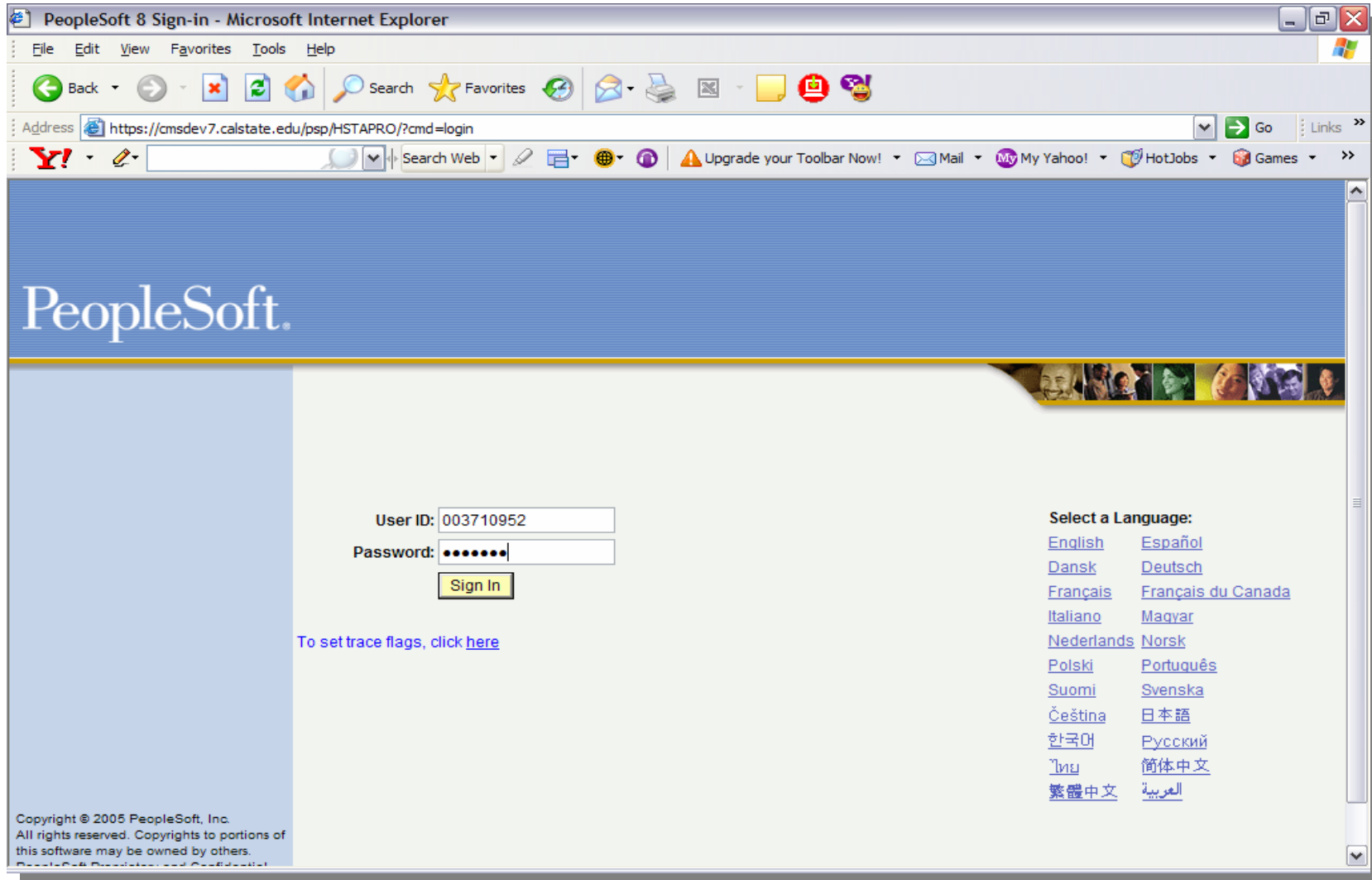
Demonstration Topics

Following pages are DRAFT demonstration of functionality for the Faculty Center Tool:

- Faculty member's class schedule
 - Class details
- Faculty member's teaching schedule
- Class roster
- Grade roster
- Advising



Logging in to Faculty Center





Faculty Member's Class Schedule

Example: Faculty member's class schedule

The screenshot shows the PeopleSoft Faculty Center interface for Denise Fries. The page title is "Denise Fries" and "My Info" is visible. There are buttons for "faculty center", "advisement", and "class search". The main content area is titled "Faculty Center" and "Fall 2008 | CSU Semester University". There are radio buttons for "Show all classes", "Only classes with enrollment", and "View My Weekly Schedule". Below this is a navigation bar with "Class Roster", "Gradebook", "Grade Roster", and "Learning Management System". The main section is "My Teaching Schedule > Fall 2008 > CSU Semester University", which contains a table of classes. Below the table is a "My Favorite Websites" section with an "EDIT MY FAVORITE WEBSITES" button.

Class	Class Name	Days and Time	Location	Class Dates	Enrolled			
MATH 145-02 LEC 1003	Pre-Calculus II (Lecture)	MWF 9:00AM - 9:50AM	FCS Room 008	Aug 25, 2008- Dec 23, 2008	0			
MATH 145-03 LEC 1004	Pre-Calculus II (Lecture)	MWF 2:00PM - 2:50PM	NUR Room 023A	Aug 25, 2008- Dec 23, 2008	3			
MATH 200-01 LEC 1002	Calculus I (Lecture)	MW 10:00AM - 11:15AM	LA3 Room 106	Aug 25, 2008- Dec 23, 2008	4			

The faculty member's teaching schedule is shown below

Clicking on a class link brings up additional information



Class Detail

Example: Class detail

The screenshot shows the PeopleSoft Faculty Center interface. The main content area displays the following information:

Denise Fries
 faculty center | advisement | class search

Class Search
Class Detail

MATH 145 - 03 Pre-Calculus II
 CSU Semester University | Fall 2008 | Lecture

CLASS DETAILS

Status	▲ Wait List	Career	Undergraduate
Class Number	1004	Dates	8/25/2008 - 12/23/2008
Session	Regular Academic Session	Grading	Graded
Units	3 units	Location	CSU - Semester
Instruction Mode	In Person	Campus	CSU Semester
Class Components	Lecture Required		

MEETING INFORMATION

Days & Times	Room	Instructor	Meeting Dates
MWF 2:00PM - 2:50PM	NUR Room 023A	Denise Fries	8/25/2008 - 12/23/2008

ENROLLMENT INFORMATION

Consent

A yellow callout box on the right side of the screenshot contains the text: "The current status of the class can be seen here:" followed by a bulleted list: "•Open", "•Waitlisted", and "•Closed". An arrow points from this box to the "Status" field in the CLASS DETAILS table, which shows "▲ Wait List".



Class Detail

Example: Class detail (cont'd)

The screenshot shows a web browser window displaying the PeopleSoft Class Detail page. The browser title is "Faculty Center - Microsoft Internet Explorer". The address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The PeopleSoft logo is visible at the top left of the page content.

The page content includes a "Menu" on the left with a search box and various navigation options. The main content area displays the following sections:

- Class Components:** Lecture, Required
- MEETING INFORMATION:**

Days & Times	Room	Instructor	Meeting Dates
MWF 2:00PM - 2:50PM	NUR Room 023A	Denise Fries	8/25/2008 - 12/23/2008
- ENROLLMENT INFORMATION:**
 - Consent
 - Enrollment Requirements
 - Formal Description
 - Course Attribute
- CLASS AVAILABILITY:**

Class Capacity	2	Wait List Capacity	4
Enrollment Total	3	Wait List Total	1
Available Seats	0		
- DESCRIPTION:** Pre-Calculus II

Annotations with yellow boxes and arrows point to specific areas:

- A yellow box with the text "General Ed requirement info will display here" points to the "Formal Description" field in the Enrollment Information section.
- A yellow box with the text "Current enrollment information is shown here" points to the "Enrollment Total" and "Wait List Total" fields in the Class Availability section.

A "CLOSE" button is located at the bottom right of the page content.



Faculty member's weekly teaching schedule

Example: Faculty member's weekly teaching schedule

The screenshot shows a Microsoft Internet Explorer browser window displaying the PeopleSoft Faculty Center interface. The browser's address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT_SS_FACULTY_GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The page title is "Faculty Center - Microsoft Internet Explorer".

The PeopleSoft interface includes a "Menu" on the left with a search bar and various navigation options. The main content area is for "Denise Fries" and includes a "My Info" dropdown, "Go to..." search, and buttons for "faculty center", "advisement", and "class search".

The "Faculty Center" section displays "Fall 2008 | CSU Semester University" and offers three radio button options: "Show all classes" (selected), "Only classes with enrollment", and "View My Weekly Schedule". A yellow callout box with an arrow points to the "View My Weekly Schedule" link, containing the text: "Clicking on this link shows the following week-by-week schedule".

Below the radio buttons are icons for "Class Roster", "Gradebook", "Grade Roster", and "Learning Management System".

The "My Teaching Schedule > Fall 2008 > CSU Semester University" section contains the following table:

Class	Class Name	Days and Time	Location	Class Dates	Enrolled			
MATH_145-02 LEC_1003	Pre-Calculus II (Lecture)	MWF 9:00AM - 9:50AM	FCS Room 008	Aug 25, 2008- Dec 23, 2008	0			
MATH_145-03 LEC_1004	Pre-Calculus II (Lecture)	MWF 2:00PM - 2:50PM	NUR Room 023A	Aug 25, 2008- Dec 23, 2008	3			
MATH_200-01 LEC_1002	Calculus I (Lecture)	MW 10:00AM - 11:15AM	LA3 Room 106	Aug 25, 2008- Dec 23, 2008	4			

At the bottom, there is a "My Favorite Websites" section with an "EDIT MY FAVORITE WEBSITES" button.



Faculty member's weekly schedule

Example: Faculty member's weekly teaching schedule (cont'd)

Faculty Center - Microsoft Internet Explorer

Address: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP

PeopleSoft

View My Weekly Schedule

Show Week of: 08/25/2008 Start Time: 8:00AM End Time: 6:00PM REFRESH CALENDAR

< PREVIOUS WEEK NEXT WEEK >

Week of 8/25/2008 - 8/31/2008							
Time	Monday Aug 25	Tuesday Aug 26	Wednesday Aug 27	Thursday Aug 28	Friday Aug 29	Saturday Aug 30	Sunday Aug 31
8:00AM							
9:00AM	MATH 145 - 02 Lecture 9:00AM - 9:50AM Family and Consumer Sciences 008		MATH 145 - 02 Lecture 9:00AM - 9:50AM Family and Consumer Sciences 008		MATH 145 - 02 Lecture 9:00AM - 9:50AM Family and Consumer Sciences 008		
10:00AM	MATH 200 - 01 Lecture 10:00AM - 11:15AM Liberal Arts 3 106		MATH 200 - 01 Lecture 10:00AM - 11:15AM Liberal Arts 3 106				
11:00AM	MATH 200 - 01 Lecture 10:00AM - 11:15AM		MATH 200 - 01 Lecture 10:00AM - 11:15AM				
12:00PM							
1:00PM							
2:00PM	MATH 145 - 03 Lecture 2:00PM - 2:50PM Nursing 023A		MATH 145 - 03 Lecture 2:00PM - 2:50PM Nursing 023A		MATH 145 - 03 Lecture 2:00PM - 2:50PM Nursing 023A		
3:00PM							

By clicking on the 'Next Week' button, classes that are bi-weekly or monthly can be seen during the weeks in which they occur



Class Roster

Example: Class Roster

The screenshot shows the PeopleSoft Faculty Center interface for Denise Fries. The browser window title is "Faculty Center - Microsoft Internet Explorer". The address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The interface includes a search bar, a menu on the left, and a main content area with navigation tabs for "faculty center", "advisement", and "class search". The "class search" tab is active, displaying "Faculty Center" and "Fall 2008 | CSU Semester University". Below this, there are radio buttons for "Show all classes", "Only classes with enrollment", and "View My Weekly Schedule". A navigation bar contains icons for "Class Roster", "Gradebook", "Grade Roster", and "Learning Management System". The "Class Roster" icon is highlighted with a yellow callout box that says "Click on the Class Roster icon to view the class roster". Below the navigation bar is a table titled "My Teaching Schedule > Fall 2008 > CSU Semester University".

Class	Class Name	Days and Time	Location	Class Dates	Enrolled			
MATH 145-02 LEC 1003	Pre-Calculus II (Lecture)	MWF 9:00AM - 9:50AM	FCS Room 008	Aug 25, 2008- Dec 23, 2008	0			
MATH 145-03 LEC 1004	Pre-Calculus II (Lecture)	MWF 2:00PM - 2:50PM	NUR Room 023A	Aug 25, 2008- Dec 23, 2008	3			
MATH 200-01 LEC 1002	Calculus I (Lecture)	MW 10:00AM - 11:15AM	LA3 Room 106	Aug 25, 2008- Dec 23, 2008	4			

Below the table is a section for "My Favorite Websites" with a button labeled "EDIT MY FAVORITE WEBSITES".



Class Roster

Example: Class roster (cont'd)

Class Roster

1004 - MATH 145 - Pre-Calculus II

Class Roster Information

Course	MATH 145	Institution	CSU Semester University
Title	Pre-Calculus II	Term	Fall 2008
Class Number	1004	Session	Regular Academic Session
Class Section	03	Career	Undergraduate
Component	Lecture		

Day Mon Wed Fri **Instructor** Fries, Denise Elizabeth

Time 2:00PM 2:50PM

Location NUR Room 023A

Enrollment Status Enrolled

Total Students 3 **Enroll Capacity** 2 [Permission Numbers](#)

Enrolled Students		Customize		Find		View All		First		1-3 of 3		Last	
Notify	ID	Name	Grading Basis	Units	Program - Plan - Subplan	Academic Level							
<input type="checkbox"/>	SR0000023	Moozie, Mary	Graded	3.00	Undergraduate Degree - Math-Education BS	Sophomore							
<input type="checkbox"/>	SR0000024	Myrtle, Isis	Graded	3.00	Undergraduate Degree - Music BA	Sophomore							
<input type="checkbox"/>	TL9000011	Smith, Will	Graded	3.00	Undergraduate Degree - Art History BA	Freshman							

The class roster initially shows the enrolled students – click on the 'All' option to see all students



Class Roster

Example: Class roster (cont'd)

The screenshot shows the PeopleSoft interface for viewing a class roster. The browser window title is "Faculty Center - Microsoft Internet Explorer". The address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The PeopleSoft header includes "Home", "Add to Favorites", and "Sign out" links.

The main content area displays the following information:

- Day:** Mon Wed Fri
- Time:** 2:00PM 2:50PM
- Location:** NUR Room 023A
- Instructor:** Fries, Denise Elizabeth
- Enrollment Status:** All (change)
- Total Students:** 4
- Enroll Capacity:** 2
- Waitlisted Students:** 1
- Permission Numbers:** (link)

The "All Students" table is shown below:

Notify	ID	Name	Grading Basis	Units	Program - Plan - Subplan	Academic Level	Wait List
<input type="checkbox"/>	SR0000023	Moozie, Mary	Graded	3.00	Undergraduate Degree - Math-Education BS	Sophomore	
<input type="checkbox"/>	SR0000024	Myrtle, Isis	Graded	3.00	Undergraduate Degree - Music BA	Sophomore	
<input type="checkbox"/>	SR0000021	Nielsen, Jennifer (Waitlist 1)			Undergraduate Degree - Criminal Justice BS	Sophomore	1
	TL9000011	Smith, Will	Graded	3.00	Undergraduate Degree - Art History BA	Freshman	

Below the table are buttons for "NOTIFY SELECTED STUDENTS", "NOTIFY LISTED STUDENTS", and "PRINTER FRIENDLY VERSION". At the bottom, there are "CANCEL" and "GRADE ROSTER" buttons.

Two callout boxes provide additional information:

- A yellow box on the right states: "This view shows students who have been dropped or waitlisted and the student's position on the waitlist". An arrow points from this box to the "Nielsen, Jennifer (Waitlist 1)" row in the table.
- A yellow box at the bottom states: "Clicking on this button results in a printable roster". An arrow points from this box to the "PRINTER FRIENDLY VERSION" button.



Class Roster

Example: Class roster (cont'd)

PeopleSoft

Home Add to Favorites Sign out

CSU Semester University Class Roster Fall 2008 Regular Academic Session

MATH 145 Pre-Calculus II Section 03 #1004 Lecture

Time/Day
2:00PM 2:50PM Mon Wed Fri

Location
NUR Room 023A

Instructor
Fries, Denise
Elizabeth

Total Enrolled Students 3
Enroll Capacity 2
Waitlisted Students 1

Enrolled Students						
ID	Name	Grade	Units	Program - Plan - Subplan	Academic Level	
1 SR0000023	Moozie, Mary	Graded	3.00	Undergraduate Degree - Math-Education BS	Sophomore	
2 SR0000024	Myrtle, Isis	Graded	3.00	Undergraduate Degree - Music BA	Sophomore	
3 TL9000011	Smith, Will	Graded	3.00	Undergraduate Degree - Art History BA	Freshman	

The printable roster shows all enrolled students in the first section



Class Roster

Example: Class roster (cont'd)

Faculty Center - Microsoft Internet Explorer

Address: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP

PeopleSoft®

Section 03 #1004 Lecture

Time/Day: 2:00PM 2:50PM Mon Wed Fri Location: NUR Room 023A Instructor: Fries, Denise Elizabeth

Total Enrolled Students: 3
Enroll Capacity: 2
Waitlisted Students: 1

Enrolled Students						
ID	Name	Grade	Units	Program - Plan - Subplan	Academic Level	
1 SR0000023	Moozie, Mary	Graded	3.00	Undergraduate Degree - Math-Education BS	Sophomore	
2 SR0000024	Myrtle, Isis	Graded	3.00	Undergraduate Degree - Music BA	Sophomore	
3 TL9000011	Smith, Will	Graded	3.00	Undergraduate Degree - Art History BA	Freshman	

Waitlisted students appear in the order of their position on the Waitlist.

Waitlisted Students				
Student ID	Name	Program - Plan - Subplan	Academic Level	Wait List
1 SR0000021	Nielsen, Jennifer	Undergraduate Degree - Criminal Justice BS	Sophomore	1

CANCEL

Waitlisted and Dropped students also show in separate sections



Grade Roster

Example: Grade roster

The screenshot shows a Microsoft Internet Explorer browser window displaying the PeopleSoft Faculty Center. The browser address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT_SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The page title is "Faculty Center - Microsoft Internet Explorer".

The PeopleSoft interface includes a "Menu" on the left with a search box and a list of navigation options. The main content area shows the user's name "Denise Fries" and a "My Info" dropdown menu. Below this, there are buttons for "faculty center", "advisement", and "class search".

The "Faculty Center" section displays "Fall 2008 | CSU Semester University" and three radio buttons: "Show all classes" (selected), "Only classes with enrollment", and "View My Weekly Schedule".

A navigation bar contains icons for "Class Roster", "Gradebook", "Grade Roster", and "Learning Management System". A yellow callout box with the text "Click on the Grade Roster icon to access the grade roster" points to the "Grade Roster" icon.

Below the navigation bar is a table titled "My Teaching Schedule > Fall 2008 > CSU Semester University".

Class	Class Name	Days and Time	Location	Class Dates	Enrolled			
MATH_145-02 LEC_1003	Pre-Calculus II (Lecture)	MWF 9:00AM - 9:50AM	FCS Room 008	Aug 25, 2008- Dec 23, 2008	0			
MATH_145-03 LEC_1004	Pre-Calculus II (Lecture)	MWF 2:00PM - 2:50PM	NUR Room 023A	Aug 25, 2008- Dec 23, 2008	3			
MATH_200-01 LEC_1002	Calculus I (Lecture)	MW 10:00AM - 11:15AM	LA3 Room 106	Aug 25, 2008- Dec 23, 2008	4			

At the bottom of the page, there is a section titled "My Favorite Websites" with a button labeled "EDIT MY FAVORITE WEBSITES".



Grade Roster

Example: Grade roster (cont'd)

Faculty Center - Microsoft Internet Explorer

Address: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP

PeopleSoft®

Home | Add to Favorites | Sign out

Menu

Search:

- My Favorites
- Self Service
 - Enrollment
 - Campus Personal Information
 - Advisement
 - Involvement
- Faculty Center**
 - Class Search/Browse Catalog
- Campus Community
- Records and Enrollment
- Curriculum Management
- Set Up SACR
- Worklist
- Reporting Tools
- PeopleTools
 - SQA
 - Security
 - Student Records
 - Change My Password
 - My Personalizations
 - My System Profile
 - My Dictionary

Description Pre-Calculus II **Term** Fall 2008
Class Number 1003 **Session** Regular Academic Session
Class Section 02 **Career** Undergraduate
Component Lecture

Day Mon Wed Fri **Instructor** Fries,Denise Elizabeth
Time 9:00AM 9:50AM
Location FCS Room 008

*Grade Roster Type: Final Grade Display Unassigned Roster Grade Only
 *Approval Status: Not Reviewed

Find | View All | 1-2 of 2

Notify	ID	Name	Roster Grade	Official Grade	Career	Grading Basis
<input type="checkbox"/>	SR0000021	Nielsen,Jennifer	B		Undergraduate	Graded
<input type="checkbox"/>	SR0000014	Quizno,Emma			Undergraduate	Graded

Grades can be selected from the drop-down list



Grade Roster

Example: Grade roster (cont'd)

Faculty Center - Microsoft Internet Explorer

Address: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP

PeopleSoft.

Menu

Search:

My Favorites

Self Service

- Enrollment
- Campus Personal Information
- Advisement
- Involvement

Faculty Center

- Class Search/Browse Catalog

Campus Community

- Records and Enrollment
- Curriculum Management
- Set Up SACR
- Worklist
- Reporting Tools
- PeopleTools
- SQA
- Security
- Student Records
- Change My Password
- My Personalizations
- My System Profile
- My Dictionary

Description: Pre-Calculus II, Term: Fall 2008, Class Number: 1003, Class Section: 02, Component: Lecture, Session: Regular Academic Session, Career: Undergraduate, Day: Mon Wed Fri, Time: 9:00AM 9:50AM, Location: FCS Room 008, Instructor: Fries, Denise Elizabeth

*Grade Roster Type: Final Grade, *Approval Status: Not Reviewed, Display Unassigned Roster Grade Only

<- add this grade to all students, <- add this requirement designation to all students

Find | All | First 1 of 1 Last

Notify	ID	Name	Roster Grade	Official Grade	Career	Grading Basis
<input type="checkbox"/>	SR0000014	Quizno, Emma			Undergraduate	Graded

NOTIFY SELECTED STUDENTS, NOTIFY ALL STUDENTS, PRINTER FRIENDLY VERSION

RETURN, SAVE

Clicking on the 'Display Unassigned Roster Grade Only' box shows students who have not yet been graded



Grade Roster

Example: Grade roster (cont'd)

Faculty Center - Microsoft Internet Explorer

Address: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMSC/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP

PeopleSoft. Home Add to Favorites Sign out

Menu

Search:

- My Favorites
- Self Service
 - Enrollment
 - Campus Personal Information
 - Advisement
 - Involvement
- Faculty Center
 - Class Search/Browse Catalog
- Campus Community
 - Records and Enrollment
 - Curriculum Management
 - Set Up SACR
 - Worklist
 - Reporting Tools
 - PeopleTools
 - SQA
 - Security
 - Student Records
 - Change My Password
 - My Personalizations
 - My System Profile
 - My Dictionary

Class Information:

- Description: Pre-Calculus II
- Class Number: 1003
- Class Section: 02
- Component: Lecture
- Term: Fall 2008
- Session: Regular Academic Session
- Career: Undergraduate
- Day: Mon Wed Fri
- Time: 9:00AM 9:50AM
- Location: FCS Room 008
- Instructor: Fries, Denise Elizabeth

*Grade Roster Type: Final Grade Display Unassigned Roster Grade Only

*Approval Status: Not Reviewed

<- add this grade to all students <- add this requirement designation to all students

Find | View All | 1-2 of 2

	Notify	ID	Name	Roster Grade	Official Grade	Career	Grading Basis
1	<input type="checkbox"/>	SR0000021	Nielsen, Jennifer	B		Undergraduate	Graded
2	<input type="checkbox"/>	SR0000014	Quizno, Emma	A		Undergraduate	Graded

NOTIFY SELECTED STUDENTS NOTIFY ALL STUDENTS PRINTER FRIENDLY VERSION

RETURN SAVE

Once all grades are entered, the roster can be approved



Grade Roster

Example: Grade roster (cont'd)

PeopleSoft

Home | Add to Favorites | Sign out

Menu

Search: []

- My Favorites
- Self Service
 - Enrollment
 - Campus Personal Information
 - Advisement
 - Involvement
- Faculty Center
 - Class Search/Browse Catalog
- Campus Community
- Records and Enrollment
- Curriculum Management
- Set Up SACR
- Worklist
- Reporting Tools
- PeopleTools
 - SQA
 - Security
 - Student Records
 - Change My Password
 - My Personalizations
 - My System Profile
 - My Dictionary

Class Details:

- Description: Pre-Calculus II
- Class Number: 1003
- Class Section: 02
- Component: Lecture
- Term: Fall 2008
- Session Number: Regular Academic Session
- Career: Undergraduate
- Day: Mon Wed Fri
- Time: 9:00AM 9:50AM
- Location: FCS Room 008
- Instructor: Fries, Denise Elizabeth

*Grade Roster Type: Final Grade

*Approval Status: Approved

Display Unassigned Roster Grade Only

<- add this grade to all students

<- add this requirement designation to all students

Notify	ID	Name	Roster Grade	Official Grade	Career	Grading Basis
<input type="checkbox"/>	SR0000021	Nielsen, Jennifer	B		Undergraduate	Graded
<input type="checkbox"/>	SR0000014	Quizno, Emma	A		Undergraduate	Graded

NOTIFY SELECTED STUDENTS | NOTIFY ALL STUDENTS | PRINTER FRIENDLY VERSION

RETURN | SAVE

Clicking this button allows printing of the roster

Click the 'Save' button to complete the grading process – the message to the right is displayed

Microsoft Internet Explorer

! You have successfully completed Grading for this class

The grades for this class have been submitted by the Registrar's Office and will be posted within 24 hours. Once grades are posted, all changes require a Grade Change Request. Please call James Bond with any questions.

OK



Grade Roster

Example: Grade roster (cont'd)

Faculty Center - Microsoft Internet Explorer

Address: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP

PeopleSoft

Home | Add to Favorites | Sign out

CSU Semester University Grade Roster Fall 2008 Regular Academic Session

MATH 145 Pre-Calculus II Section 02 #1003 Lecture

Day Mon Wed Fri **Instructor** Fries, Denise Elizabeth
Time 9:00AM 9:50AM
Location FCS Room 008

Grade Roster Type	Final Grade	Status	Approved		
ID	Name	Roster Grade	Official Grade	Career	Grading Basis
1 SR0000021	Nielsen, Jennifer	B		Undergrad	Graded
2 SR0000014	Quizno, Emma	A		Undergrad	Graded

RETURN

The grades will show as 'Official' once grades are posted in the system by Enrollment Services personnel



Advising

Example: Advising

Denise Fries

faculty center advisement class search

View My Advisees

★ Positive Service Indicator ⚠ Negative Service Indicator [FERPA Restrictions](#)

Advisement		Find View All		First	1-2 of 2	Last
	Notify	ID	Name			
1	<input type="checkbox"/>	⚠ SR0000023	Moozie, Mary	**Student Details**		⏏
2	<input type="checkbox"/>	★ SR0000024	Myrtle, Isis	**Student Details**		⏏

NEW DROP-IN ADVISEES NOTIFY ALL ADVISEES NOTIFY SELECTED ADVISEES

[Faculty Center](#) [Advisement](#) [Class Search](#) Learning Management Systems

Drop-In Advisees allows a faculty member to work with any student's data

If any students are assigned as advisees, their information can be viewed here



Advising

Example: Advising (cont'd)

The screenshot shows a web browser window titled "Faculty Center - Microsoft Internet Explorer" displaying the PeopleSoft Faculty Center interface. The browser address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The interface includes a "Menu" on the left with options like "Self Service", "Faculty Center", and "Class Search/Browse Catalog". The main content area is titled "Denise Fries" and contains tabs for "faculty center", "advisement", and "class search". Below the tabs, there is a section for "New Drop-In Advisees" and a "FERPA Message for Instructor/Advisor". At the bottom of the page, there is a "search" button and a "change" button next to a dropdown menu showing "**Student Details**". A yellow callout box with an arrow pointing to the "search" button contains the text: "An advisor can search for a student by clicking on this button".



Advising

Example: Advising (cont'd)

The screenshot shows the PeopleSoft Faculty Center search interface. The search criteria are as follows:

- ID: begins with SR0000009
- Campus ID: begins with
- Local Campus ID: begins with
- National ID: begins with
- Last Name: begins with
- First Name: begins with

Buttons: Look Up, Clear, Cancel, Basic Lookup

Search Results

ID	Name	Gender	Date of Birth	Campus ID	Local Campus ID	National ID	National ID Country	NID Short Description	Last Name	First Name
SR0000009	Cirillo Jr, Jeff	Male	03/23	(blank)	(blank)	*****2548	USA	SSN	CIRILLO	JEFF

A yellow callout box with arrows pointing to the 'ID' and 'Last Name' fields contains the text: "A student's ID or name can be used in the search".



Advising

Example: Advising (cont'd)

The screenshot shows a web browser window titled "Faculty Center - Microsoft Internet Explorer" displaying the PeopleSoft Faculty Center interface. The browser's address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The interface includes a "Menu" on the left with options like "My Favorites", "Self Service", "Enrollment", "Campus Personal Information", "Advisement", "Involvement", "Faculty Center", "Class Search/Browse Catalog", "Campus Community", "Records and Enrollment", "Curriculum Management", "Set Up SACR", "Worklist", "Reporting Tools", "PeopleTools", "SQA", "Security", "Student Records", "Change My Password", "My Personalizations", "My System Profile", and "My Dictionary". The main content area is titled "Denise Fries" and contains buttons for "faculty center", "advisement", and "class search". Below these buttons is the section "New Drop-In Advisees". A "FERPA Message for Instructor/Advisor" is displayed, followed by a search bar containing "Jeff Cirillo" and a "change" button. A yellow callout box with an arrow pointing to the name "Jeff Cirillo" contains the text "The student's name displays here".



Advising

Example: Advising (cont'd)

The screenshot shows a web browser window displaying the PeopleSoft Faculty Center interface. The browser title is "Faculty Center - Microsoft Internet Explorer". The address bar shows the URL: https://cmsdev7.calstate.edu/psp/HSTAPRO/EMPLOYEE/HRMS/c/SA_LEARNING_MANAGEMENT.SS_FACULTY.GBL?PORTALPARAM_PTCNAV=HC_SS_FACULTY_GBL&EOP. The interface includes a "Menu" on the left with options like "Self Service", "Campus Personal Information", "Advisement", and "Faculty Center". The main content area is titled "Denise Fries" and contains buttons for "faculty center", "advisement", and "class search". Below this is a section for "New Drop-In Advisees" and a "FERPA Message for Instructor/Advisor". A student named "Jeff Cirillo" is listed with a "search" button and a "change" button. A dropdown menu is open over the "change" button, listing various student details: Academic Information, Address, Class Schedule, Degree Progress, Emergency Contacts, Enrollment Appointments, Grades, Telephone, To Do List, Transfer Credit Report, and Unofficial Transcript. A yellow callout box with an arrow pointing to the dropdown menu contains the text: "Items such as the student's class schedule, unofficial transcripts, grades, etc., can be viewed from here".



Thank you!