

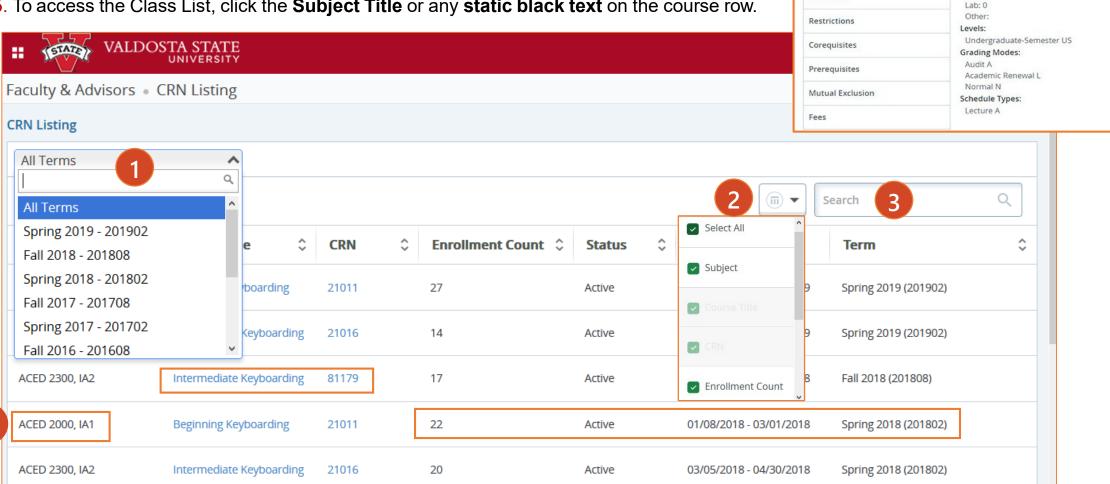
Banner 9 Web: FACULTY CLASS LIST





CRN Listing

- 1. Use the **All Terms** dropdown menu to select a specific term.
- 2. Use the **Header** icon to customize which headers display.
- 3. Enter keywords in **Search** box (e.g., course title, CRN, term).
- 4. To view course details, click the **title of the course** or **CRN**. Click **X** icon to exit detail view.
- 5. To access the Class List, click the **Subject Title** or any **static black text** on the course row.



Course Details for ACED 2000, Beginning Keyboarding

Title: Beginning Keyboarding

Credit Hours: 3 Lecture: 3

College: Col of Education/Human Service 09

Department: Dept of Adult and Career Educ 0043

Term: 201902

Catalog

Syllabus

Attributes

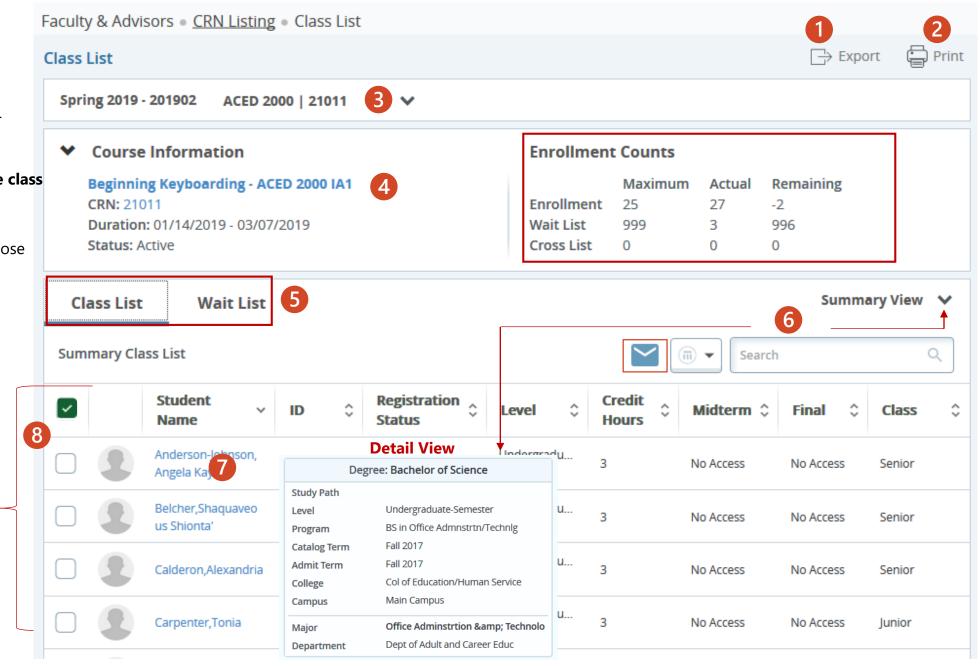
Course Description



- 1. **Export** Class list to .xls (Excel) file
- Click **Print**>Right click to print or File>Print from browser window
- 3. Select if you have more than one class
- 4. Click to view Course Details
- 5. Toggle between **Class List** and those students on the **Wait List**
- 6. Switch to **Detail View**
- 7. Hover over student's name to view Major, Email, and link to Student Profile



8. Select to **Email** individual students or entire class





More questions about Banner

Registration Questions: Ontact the Office of the Registrar

Advising Questions: Ociocat University Advising & Student Transitions

Technical Questions: October Solutions Center

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