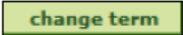


## SiS - Viewing the Grade Roster

1. The **Faculty Center** allows you access to your schedule, class roster and grade roster.
2. Click the **Collapse Menu** button.  

3. Use the **Faculty Center - My Schedule** page to access instructor-related transactions and to view teaching schedules. You see only those terms for which you are assigned as the instructor.
4. To view a different term, click the **Change Term** button.  

5. For this example, retain the selection of **2011 Summer**.
6. Click the **Continue** button.  

7. Click the **Grade Roster** button.  

8. Use the **Grade Roster** page to view or enter grades and update the roster's approval status.
9. Scroll to the bottom of the page to view grades for all students in the class.
10. To return to the **Faculty Center**, click the **Return to Faculty Center** link at the bottom of the page.
11. Congratulations! You have successfully viewed the grade roster.  
**End of Procedure.**