

Class Roster - Admins



The new tab will appear called Student Administration. Select Administration Services.

Click Class Roster to view faculty courses and class rosters for faculty in your department.

Defaults to the CURRENT session. Click to select a different session.

Enter last name of faculty member and click the icon to complete the search.

OR enter the faculty member's NKU username and click Go.

Faculty Courses

Biological Sciences	13760-004	General Biology	BIO 120	4.00000	08/24/2009	12/11/2009	*M W F	12:00:00 PM	12:50:00 PM	Highland Heights Campus
Biological Sciences	13761-005	General Biology	BIO 120	4.00000	08/24/2009	12/11/2009	*M W F	12:00:00 PM	12:50:00 PM	Highland Heights Campus
Biological Sciences	13762-006	General Biology	BIO 120	4.00000	08/24/2009	12/11/2009	*M W F	12:00:00 PM	12:50:00 PM	Highland Heights Campus
Biological Sciences	10306-002	Introduction to Biology I	BIO 150	4.00000	08/24/2009	12/11/2009	* T R	04:00:00 PM	05:15:00 PM	Highland Heights Campus
Biological Sciences	10310-004	Introduction to Biology I Lab	BIO 150L	0.00000	08/24/2009	12/11/2009	* R	07:50:00 AM	10:40:00 AM	Highland Heights Campus
Biological Sciences	10378-001	Comprehensive Examination	BIO 491	1.00000	08/24/2009	12/11/2009	* T	08:00:00 AM	08:15:00 AM	Highland Heights Campus

Room	Optimum Capacity	Maximum Capacity	Room Capacity	Total Bookings
SC 207	24	25	126	14
SC 207	24	25	126	20
SC 207	24	25	126	6
SC 201	60	120	120	16
SC 265	22	25	26	6
SC 302	10	20	45	9

Academic Org.	Organizational Unit of the course
Section	Section number of the course
Section Title	Course title
Course	Course prefix + course number
Hours	Credit hours
Schedule Category	R= regular schedule, I=Irregular schedule, Blank=web class
Start Date	Course start date (this is how you identify 2 nd 8 week classes)
End Date	Course end date (this is how you identify 1 st 8 week classes)
Days	Course meeting days: M T W R F
Start Time	Class start time
End Time	Class end time
Location	Code for the physical location of the course
Location Description	Description of the physical location of the course
Scroll to the right to see additional columns →	

Room	Building and room
Maximum Capacity	Maximum capacity that is determined by dept. (could be higher than optimum). Students over optimum and up to maximum have to be registered by individuals with appropriate security.
Room Capacity	Absolute maximum number of students that can be registered for the course. This capacity is determined by facilities.
Bookings	Number of students currently enrolled.

Class Rosters

My Class Roster

Faculty Courses

Academic Period: 2009-2010 Fall

Search

View: Standard View | Print Version | Export

Academic Org.	Section	Section Title	Course	Hours	Start Date	End Date	Days	Start Time	End Time	Location Description	Room
Biological Sciences	13760-004	General Biology	BIO 120	4.00000	08/24/2009	12/11/2009	*M W F	12:00:00 PM	12:50:00 PM	Highland Heights Campus	SC 207
Biological Sciences	13761-005	General Biology	BIO 120	4.00000	08/24/2009	12/11/2009	*M W F	12:00:00 PM	12:50:00 PM	Highland Heights Campus	SC 207
Biological Sciences	13762-006	General Biology	BIO 120	4.00000	08/24/2009	12/11/2009	*M W F	12:00:00 PM	12:50:00 PM	Highland Heights Campus	SC 207
Biological Sciences	10306-002	Introduction to Biology I	BIO 150	4.00000	08/24/2009	12/11/2009	* T R	04:00:00 PM	05:15:00 PM	Highland Heights Campus	SC 201
Biological Sciences	10310-004	Introduction to Biology I Lab	BIO 150L	0.00000	08/24/2009	12/11/2009	* R	07:50:00 AM	10:40:00 AM	Highland Heights Campus	SC 265
Biological Sciences	10378-001	Comprehensive Examination	BIO 491	1.00000	08/24/2009	12/11/2009	* T	08:00:00 AM	09:15:00 AM	Highland Heights Campus	SC 302

Student List

View: Standard View | Print Version | Export | Send Email to Class

Last Name	First Name	Booking Status	Attempted Credits	Degree	Academic Level	Major	Email Address
Houston	David	Success	0.00000	BA in Student Success Programs	First Year Freshman	Anderson's University, Student 893	dhouston@nkun.edu
Lee	Rebecca	Success	0.00000	BA in College of Information	Sophomore	Computer Information Technology Major	rllee@nkun.edu
Woods	Eric	Completed Registration	0.00000	BA in College of Education	Senior	Elementary Education Pre-Field	erwoods@nkun.edu
Travis	John	Success	0.00000	BA in College of Education	Sophomore	Anderson's University, Student 893	johntravis@nkun.edu
Reese	John	Success	0.00000	BA in Student Success Programs	Sophomore	Anderson's University, Student 893	reesej@nkun.edu
Reynolds	John	Success	0.00000	BA in College of Education	First Year Freshman	Elementary Education Pre-Field	reynoldsj@nkun.edu
Thorn	John	Success	0.00000	BA in College of Education	Sophomore	Business Administration Major	thornj@nkun.edu
Smith	John	Success	0.00000	BA in Student Success Programs	First Year Freshman	Anderson's University, Student 893	smithj@nkun.edu

Click to select a class and display the class roster in the grid below

Class roster for selected class

Note: "Send E-mail to Class" by clicking the button above your class roster list. Enter the subject and content of your e-mail in the "E-Mail Student" box and click "OK." You and your students will receive a copy via NKU email.



Click Export, then Export to Excel to save the contents of the displayed grid as an Excel spreadsheet.