



Getting Your Class Rosters

You can view your Class Roster, as soon as students enroll in the class section. From the Class Roster, you can email students, produce a friendly version for printing, or download your roster to Excel. The steps below will guide you through getting your class roster.

1. From the Faculty Center, click the  next to the desired class section.

My Teaching Schedule > Spring 2018 > Cal State Univ., Bakersfield

View All |  |  First 1-2 of 2 Last

Class	Class Title	Enrolled	Days & Times	Room	Class Dates
 CMPS 3390-01 (32496)	Client, Serv, Internt & Dev Pr (Discussion)	35	TuTh 5:30PM - 6:45PM	Science III 240	Jan 22, 2018- May 18, 2018
 CMPS 3390-02 (32497)	Client, Serv, Internt & Dev Pr (Laboratory)	35	TuTh 7:00PM - 8:15PM	Science III 240	Jan 22, 2018- May 18, 2018

2. Your class roster opens. From the class roster, you can perform numerous tasks as highlighted by the image below.

Class Roster

Spring 2018 | Regular Ac | **Class CRN** | State Univ., Bakersfield | Undergraduate

Change Class View the class roster for a different class

CMPS 3390 - 01 (32496)
 Client, Serv, Internt & Dev Pr (Discussion)

Days and Times	Room	Instructor	Dates
TuTh 5:30PM-6:45PM	Science III 240	Jason Forsythe	01/22/2018 - 05/18/2018



*Enrollment Status:

Enrollment Capacity 35 Enrolled 34

Select display option
 Link to Photos Include photos in list

Download to Excel

Enrolled Students Click name to email a student

Notify	Photo	Name	Session	Units	Program - Plan - Subplan	Academic Level	Status Note	Add Dt	Grade Dt	Net ID
<input type="checkbox"/>		John Adams	1	4.00	UGRD - Baccalaureate - Computer Science - BS - Information Systems	Senior		10/30/2017		jadams1776
<input type="checkbox"/>		Harry S. Truman	1	4.00	UGRD - Baccalaureate - Computer Science - BS - Information Systems	Senior		10/30/2017		hstruman

Select All Clear All View Student Photo Email group of students Email entire class Click to Print

Printer Friendly Version

Email Client
 O365 Outlook
 Alternate

Email Selected Students Email All Students
 list selected students emails list all students emails