



OHIO
UNIVERSITY

Office of the University Registrar

E-mail Announcement

Date: September 12, 2011
To: Faculty
From: Debra Benton, University Registrar
Subject: Class Lists

Dear Faculty,

I hope your fall quarter is off to a great start.

Class lists are available in the Faculty & Advising Center. All instructors of record assigned to a class access the class list by logging in with his/her OHIO (Oak) ID and password. Once logged in select Class List from the Teaching tab. From your class list(s) you may e-mail all of your students or selected students in your class(es), and you may view information about each student in your class. Photos are not currently available.

Please know that the Office of Information Technology is working diligently to make student photos available on class lists and advisee lists. Based on progress made to date we expect to have the photos available to you by mid-quarter.

Also, due to the transition to the new system, add/drop notices are no longer provided via e-mail. Your class lists in the Faculty & Advising Center are updated real-time, i.e., as soon as a student adds or drops your class list is updated. Many have asked that the add/drop e-mails be reinstated. This is something we would like to do, but do not have the resources to provide this now. We will keep this on our list as an enhancement to be provided in the future.

Thanks for your continued patience.

Best regards,
Debra Benton
University Registrar