## TITAN WEB Student Information System (INSTRUCTORS/ADVISORS) HELP - How do I...? View My Class Schedule

Once logged into Titan Web, the Faculty Center default home page should appear. If the Faculty Center page does NOT appear, click on the Self Service, then Faculty Center/My Schedule links off the Menu on the left side of the web page.



On the **Faculty Center** page, note the *default* term that appears; click on **Change Term** to select a different term, if necessary.

Faculty Center	][	Search
Faculty Center		
My Schedule		
Fall 2009) UW Oshkosh	change term	Click here to choose different term

The **Select Term** page appears. Select the desired term by clicking on the appropriate radio button; then click on the **Continue** button.

Faculty Ce	enter	Search		
aculty Center		<b>-</b>		
Select Term	Click Continue to return to Faculty		CONTINUE	
1	Center Home Page			
elect a term then click	« Continue.			
Term	Institution			
O Spring 2010	UW Oshkosh			
Fall 2009	UW Oshkosh			
			CONTINUE	



You will see a list of all classes (**My Teaching Schedule**) for which you have been assigned as the instructor, *even if no students are enrolled in the class*. **If students are enrolled in the class, the Class Roster icon will appear next to the class**. Click on the **Class Roster** icon next to the class if you want to view a list of enrollees.

A copy of **My Teaching Schedule** can also be downloaded to Microsoft Excel by selecting the download icon

Ay Schedule					
pring 2010   UW	/ Oshkosh	change term e-Grading Resources			
elect display optio	n: 💿 Show All Cla	sses	Show Enrolled Classe	₂s Only	Download to Excel Icon
Click to view	v roster	Â	Class Roster 🗐 Gra	de Roster	
My Teaching Scl	hedule > Spring 2010 >	•UW Osh	kosh		1
Class	Class Title	Enrolled	Days & Times	Room	Class Dates
ENGLISH 100- 001C (40222)	Foundations of College English (Lecture)	22	TuTh 1:20PM - 2:50PM	Clow Class 19	Feb 1, 2010- May 14, 2010
ENGLISH 101- 001C (40223)	College English I (EN) (Lecture)	25	MoWeFr 8:00AM - 9:00A	AM Clow Class 44	Feb 1, 2010- May 14, 2010

Another option for viewing your class schedule in a *grid format* is to click on the **View Weekly Teaching** Schedule link. Select the Week, Start Time and End Time you wish to view; then click on the refresh calendar push button.

Facult	ulty Center 🗮 🖓				w FERPA Statement	
View I	My Weekly Schedule					
_	<< previous week	Week of 2/1/2010 - 2/	7/2010	next	week >>	
	Show Week of 02/01/20	10 3 Start Time 8:00AM	End Time 6:00PM	refr	esh calendar	
Time	Monday Feb 1	Tuesday Feb 2	Wednesda Feb 3	y	Thi F	
8:00AM	ENGLISH 101 - 001C Lecture 8:00AM - 9:00AM Clow Social Science Center C44		ENGLISH 101 Lecture 8:00AM - 9:0 Clow Social Science	0AM		
9:00AM						
10:00AM						