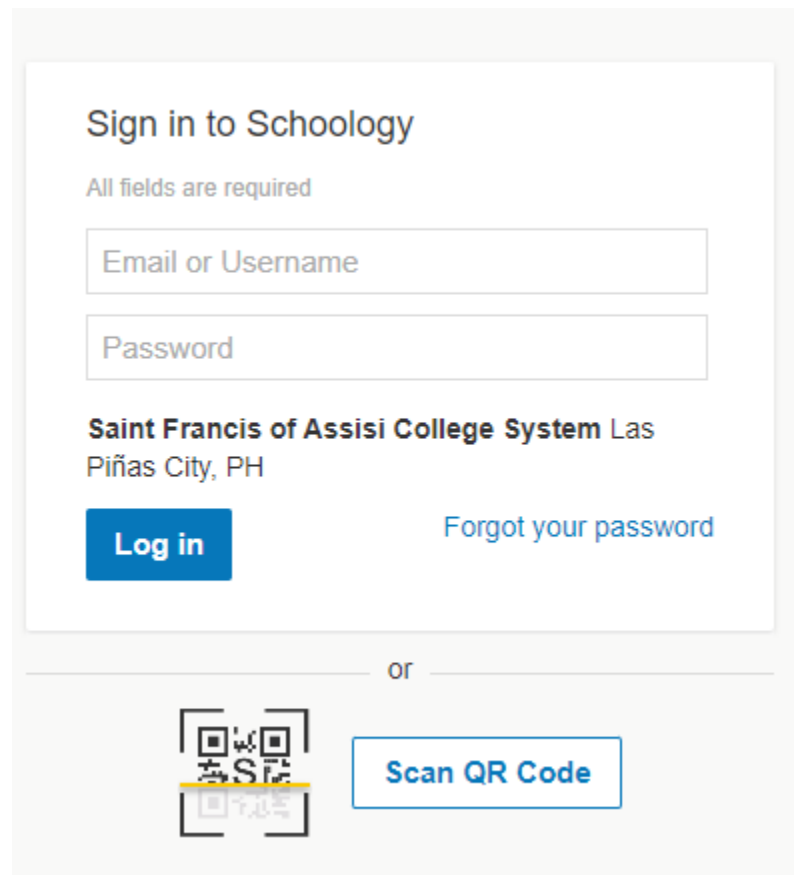


HOW TO ADD STUDENTS IN YOUR COURSE LIST IN SCHOOLOGY

STEP 1. Go to this link → <http://stfrancis.schoology.com>

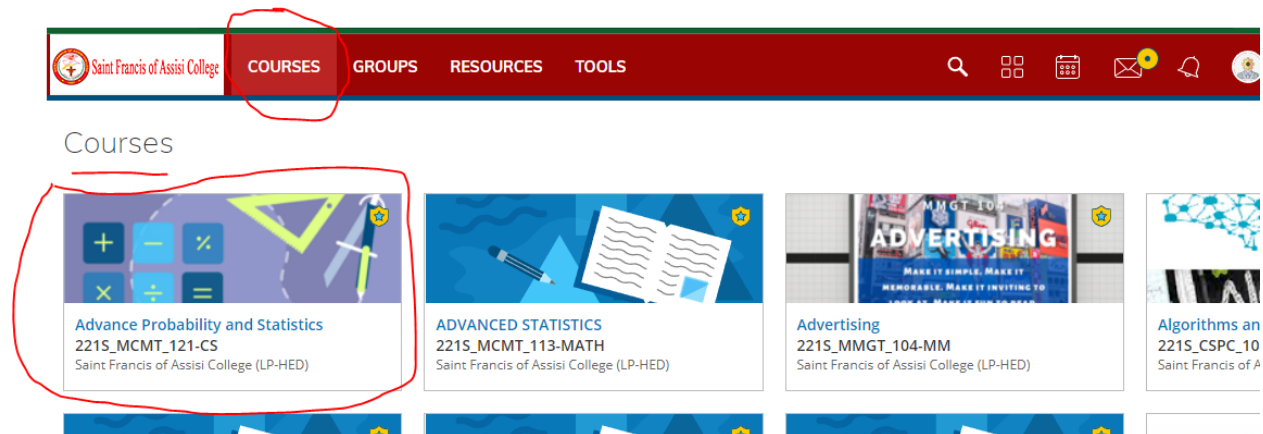
STEP 2. Login with your **schoology account** using your username and password.



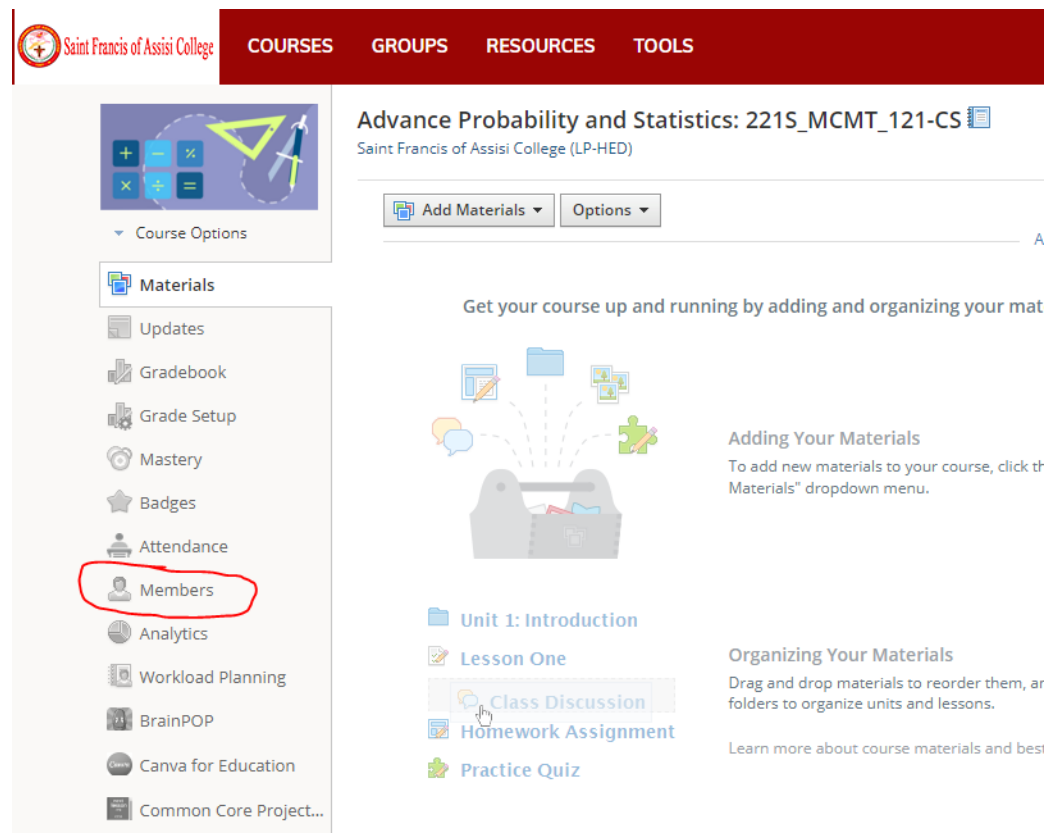
The screenshot shows the Schoology login interface. At the top, it says "Sign in to Schoology". Below this, a note states "All fields are required". There are two input fields: "Email or Username" and "Password". Below the fields, the text "Saint Francis of Assisi College System Las Piñas City, PH" is displayed. There is a blue "Log in" button and a link that says "Forgot your password". Below the login section, there is a horizontal line with the word "or" in the center. Underneath the line, on the left, is a QR code with the school's logo. To the right of the QR code is a button labeled "Scan QR Code".

(Note: This is case sensitive so follow the proper casing of letters and symbols like dashes if applicable. Zero 0 is different from the letter O). **Remember, if you have updated your username or password, use that information to login. Make sure that you have a copy of your updated username and password.**

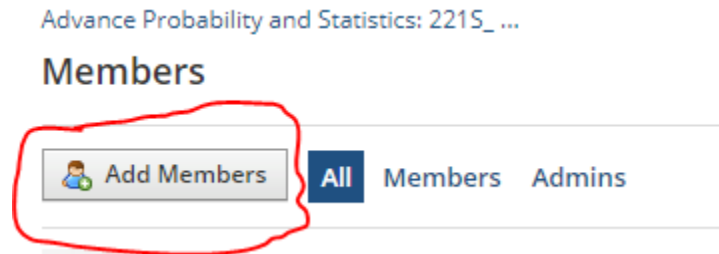
STEP 3. Go to **COURSES** tab and select the course you where want to add students. (For example: “Advance Probability and Statistics”)



STEP 4. Go to the sidebar panel and click “Members”

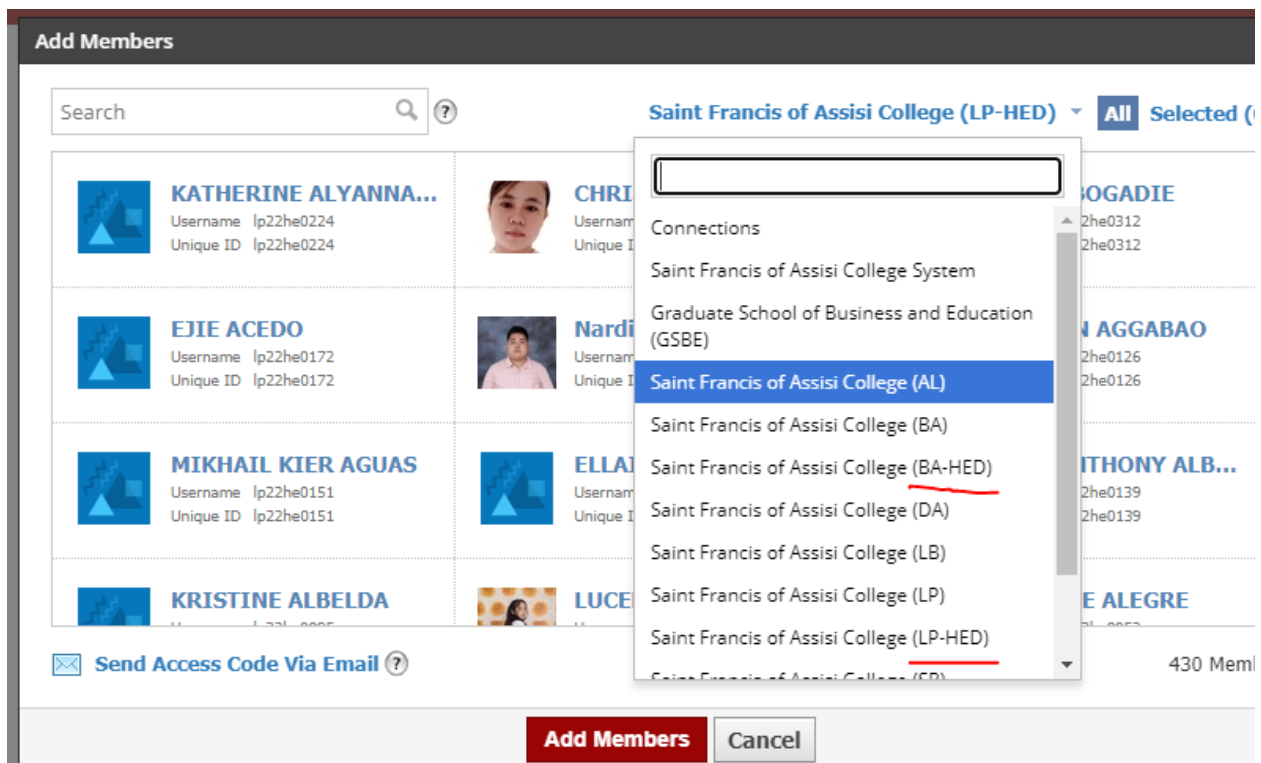


STEP 5. Select “Add Members” button.



STEP 6. Search for the **last name** OR **first name** of the student found on your class list in your **portal** (see details below on how to view class list in our portal).

Note: Make sure you are searching in the correct campus. For instance, **Saint Francis of Assisi College LP-HED** or **Saint Francis of Assisi College BA-HED**. If your student is from Las Piñas Campus search under LP-HED; likewise, if students are from Bacoor Campus search under BA-HED.



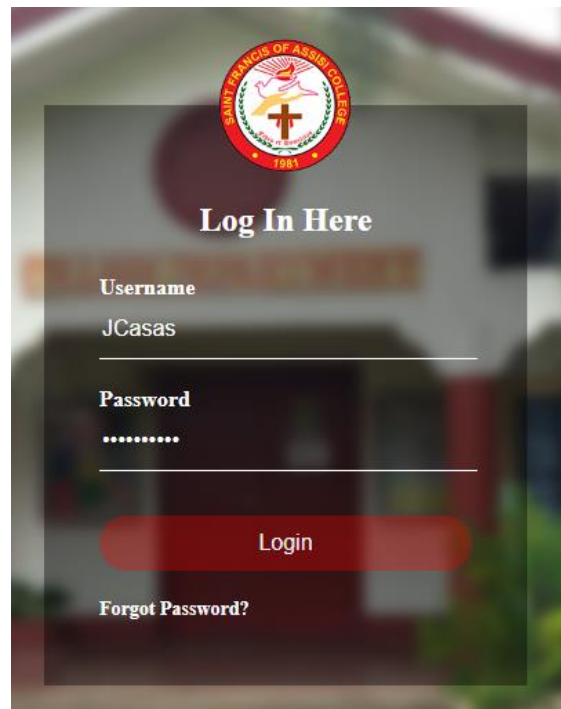
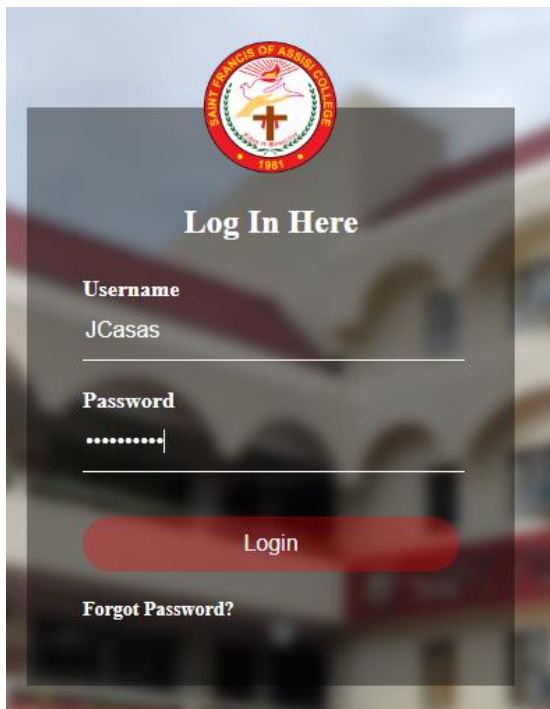
HOW TO VIEW CLASSLISTS IN OUR SFAC-PROTAL

STEP 1.

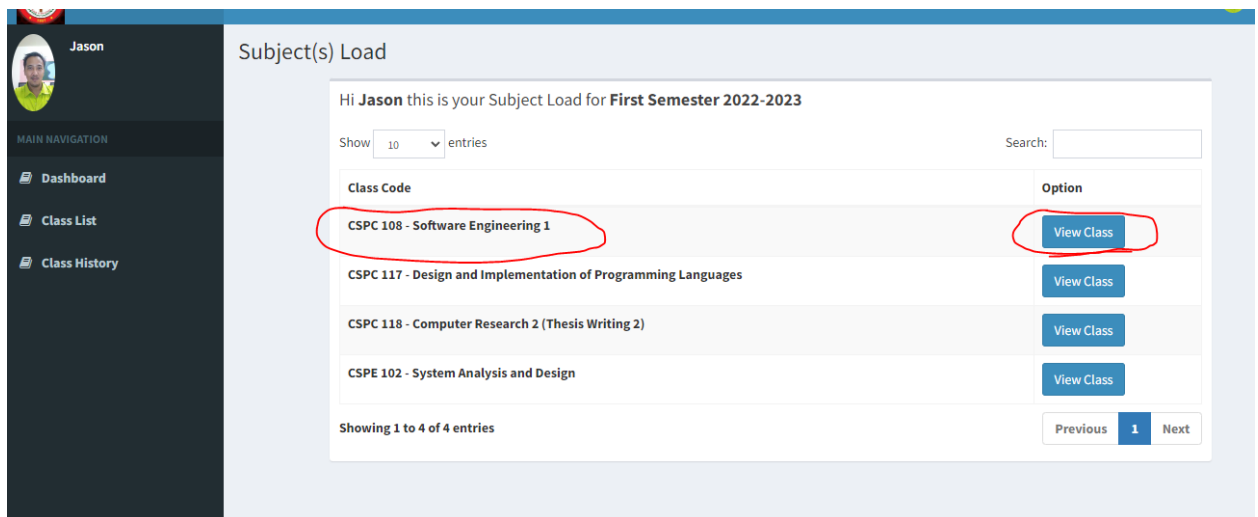
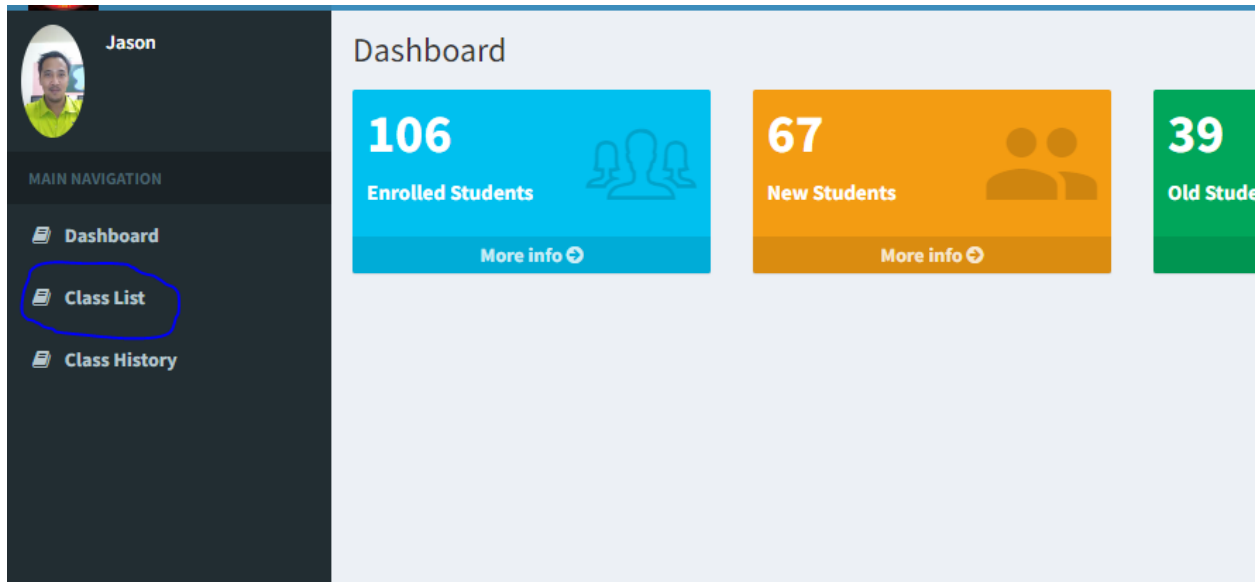
For LP Students, Go to this link for → <https://stfrancisbacoor.com/sfac-lp-ongrade>

For Bacoor students, click this link → <https://stfrancisbacoor.com/sfac-bac-ongrade>

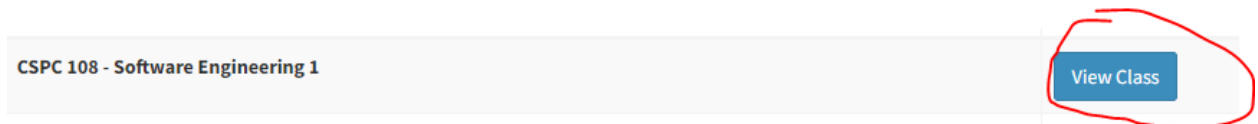
STEP 2. Login with your **credentials** (for example username: **JCasas** password: **JCasas1234**) as the default username and password. Please be reminded that you need to change your username and password later on for security reasons.



STEP 3. Go to the sidebar panel and click “Class List”. It will show you all of your subjects in the current semester and school year.



STEP 4. Click the button “View Class”.



STEP 5. You can click either of this two “**View Class List**” or “**View ROG**”, it will show you the list of students enrolled in your subject”.

Section(s) for CSPC 108 - Software Engineering 1 Back

Show entries Search:

Section Name	Time	Day	Room	Actions
22CS_SE1	1-5	M	OL	Enter Grade Enter Absences Transfer Section View ROG View Class List

Showing 1 to 1 of 1 entries Previous **1** Next

View ROG



Saint Francis of Assisi College

96 Bayanan, City of Bacoor
COLLEGE DEPARTMENT

REPORTS OF GRADES First Semester 2022-2023

Course Code: CSPC 108 Course Title: Software Engineering 1 No. of Units: 3
Schedule (Time/Day/Room): 1-5 / M / OL Class Size: 1

No.	STUDENT NAMES (LN / FN / MI)	Program/ Year Level	P R E L I M S	M I D - T E R M	F I N A L S	No. of A B S E N C E S	F I N A L G R A D E	N O N S T U D E N T G R A D U A T E	R E M A R K S
1	SAYO, JOHN JOSHUA OCAMPO	BSCS-III							

View Class List



Saint Francis of Assisi College

96 Bayanan, City of Bacoor
COLLEGE DEPARTMENT

CLASS LIST First Semester 2022-2023

Course Code: CSPC 108 Course Title: Software Engineering 1 No. of Units: 3
Schedule (Time/Day/Room): 1-5 / M / OL Class Size: 1

	Name	Program	Year Level
1	SAYO, JOHN JOSHUA OCAMPO	BSCS	III
	*****sfac*****Nothing Follows 1 Students*****sfac*****		