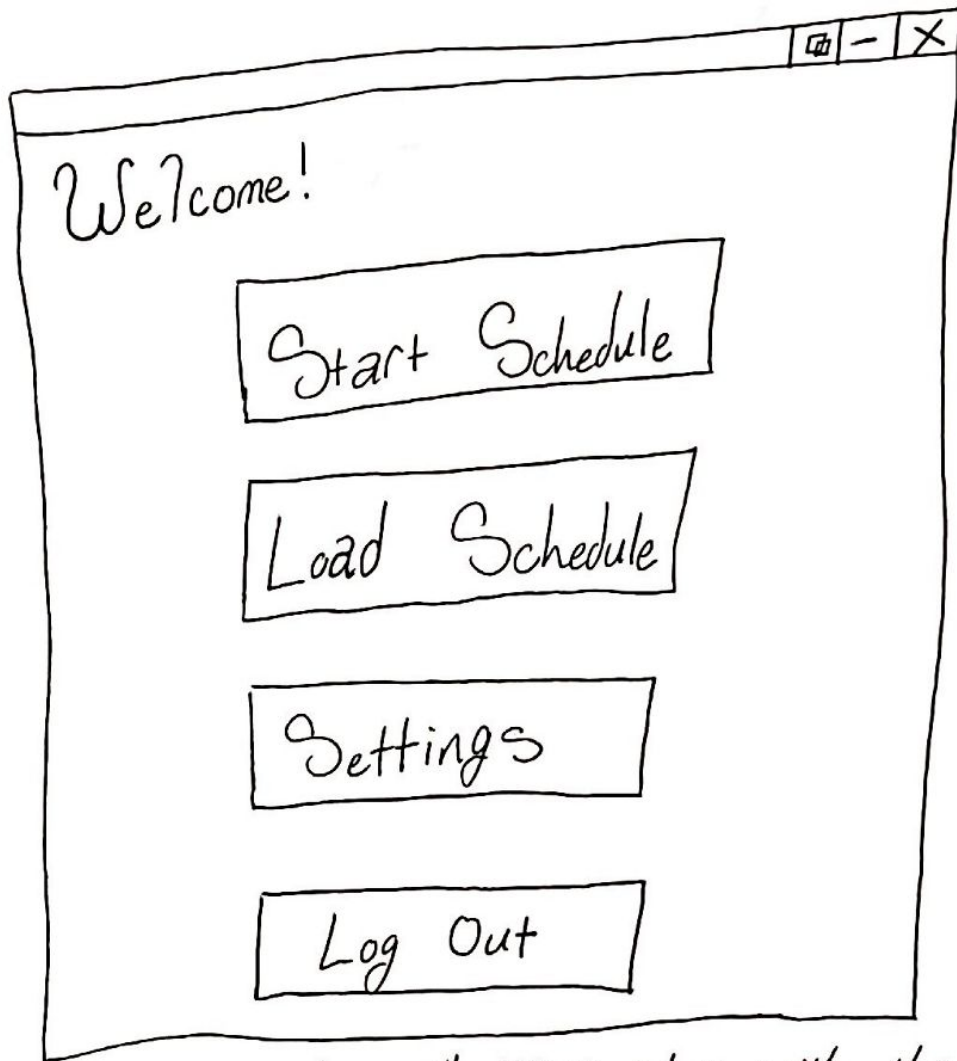# Welcome!

[Start Schedule]
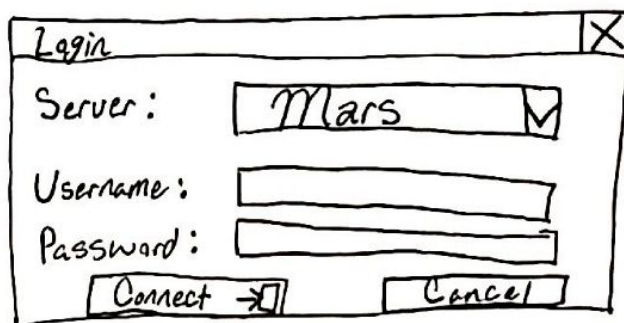
[Load Schedule]

[Settings]

[Log Out]

* On start up, this window will appear, along with the pop-up window pictured below. The administrator will be able to select the server that they would like to work from, and log in with their credentials.

Login ☒

Server: [Mars ▾]

Username: [   ]

Password: [   ]

[Connect →]   [Cancel]

Once they have logged in, the pop-up will go away, and they will be presented with multiple options.

DB Maint

Click "Add Class" →

- Add Class
- Edit Class
- Remove Class

- Add Teacher
- Edit Teacher
- Remove Teacher

Type in class info →

Add Class

Name

Course Num

Section

Teacher

Length

[Save] [Clear] [Cancel]

Each button will show different input fields.

①

Class List　　　　　　　[Spring 15 |v]

Number　　　　　　　Teacher　　Num
of Classes/sections　　　　　　Online
　　　　　　　　　　　　　　　　Classes

CSCI 150　　　[ ]　　　[_____|v]　　[ ]　　→ Input the number
　　　　　　　　　　　　　　　　　　　　　　of online classes as
CSCI 190　　　[ ]　　　[_____|v]　　[ ]　　these will appear diff.

　　　　　　　　Input number of
　　　　　　　　Classes needed for
　　　　　　　　the Semester

　　　　　　　　　　　　　　　　[Cancel] [Next]

＊ Teacher input is optional, and could be pre-populated.

②

Select ^ teacher

CSCI150.01
CSCI150.02

Gunnett v
Samimi
Ringenberg

v

v

Next.

forgot a class option

Schedule Builder

Classes

edit
button
to change/view
Class info

| CSCI 190 | CSCI 190 |
| CSCI 150 |

	M	T	W	T	F
8	▨				
9					
10	CSCI 190 10 - 11		CSCI 190 10 - 11		CSCI 190 10 - 11

Legend:
◩ Davis 196
⬚ Main 209

[Teachers]   [Save]   [Cancel]
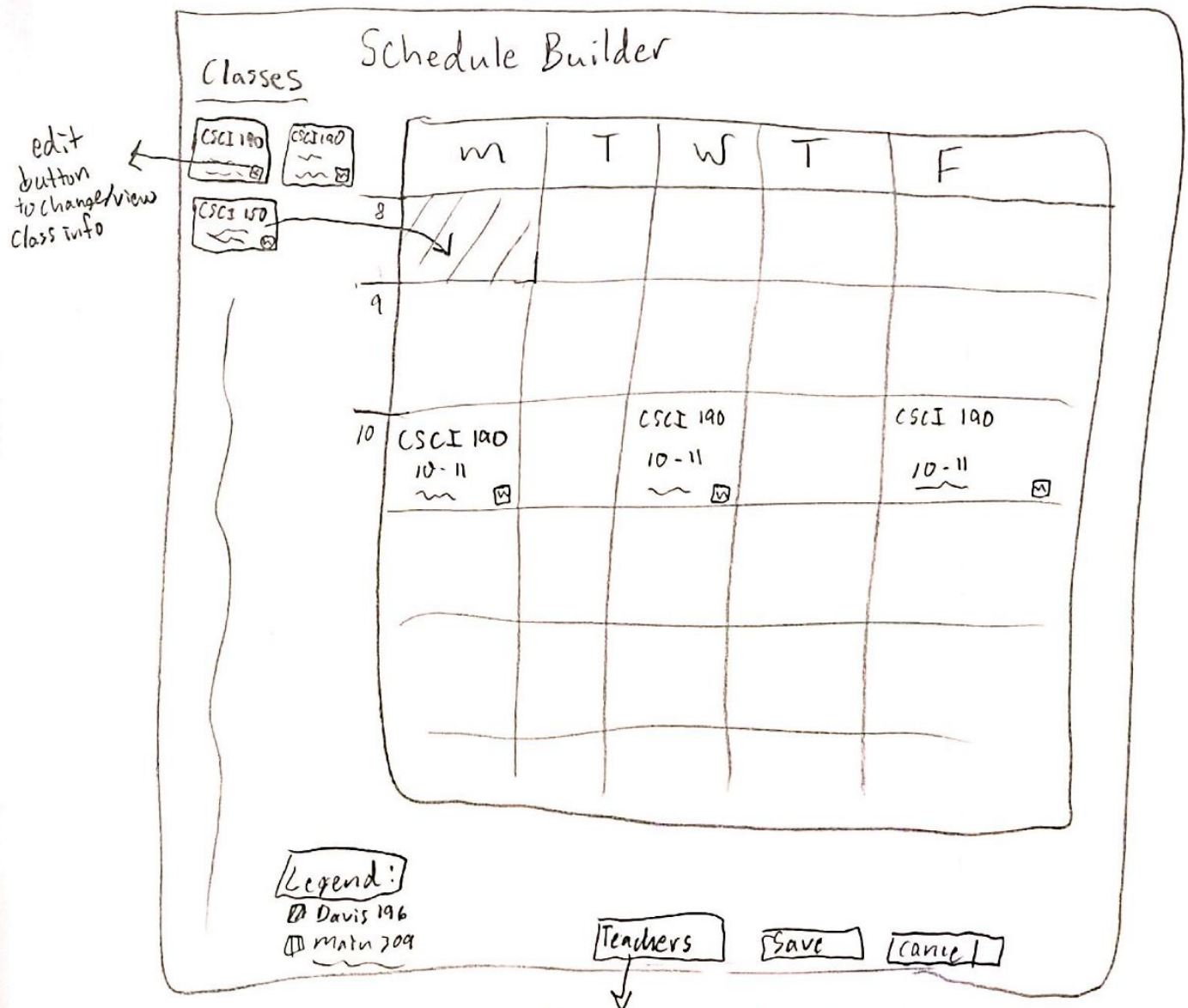
View a quick teacher schedule based on what's currently
on the weekly schedule

* Drag a class to a time spot and it will allow to specialize in a
pop-up screen.

③ Pop-up

Class: CSCI 150

Name [   ]

Course Num: [   ]

Can be pre-populated
,r updated

Start:

End:

Repeating:

O O ▢ ▢ ▱
M T W H F

[Save] [cancel]

Faculty Hours Tab

Week	M	T	W	H	F	Gunnett Rippenly	

	M	T	W	H	F
8					
9					
10		CSI 300			

CSI 300

Gunnett

Popup

Start:

End:

Report

M	T	W	H	F

Reports

Print to Excel

Week | Mon | Tues | Wed | Thurs | Fri | Gunnett | Mingenberg

Spring 2016 - 2018

course	Spring 16	Fall 16	Spring 17	
CSCI 180	1 D	1 N		
CSCI 190				