Faculty Week at a Glance & Faculty Detail Schedule Guide
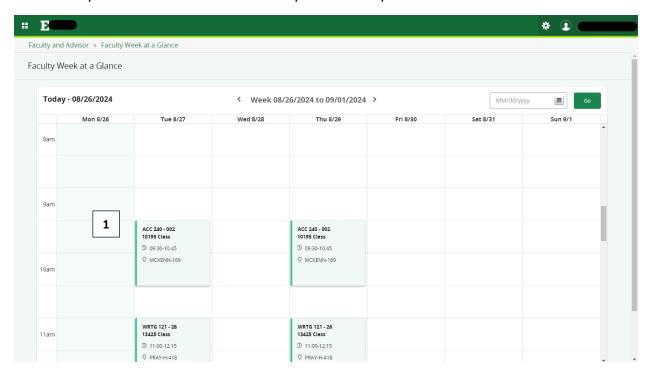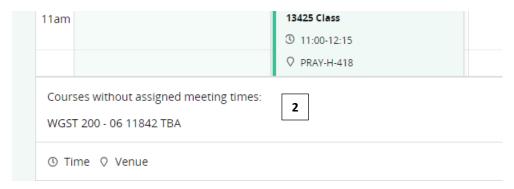
Click "Faculty Week at a Glance" on the new My.emich Faculty Services card.
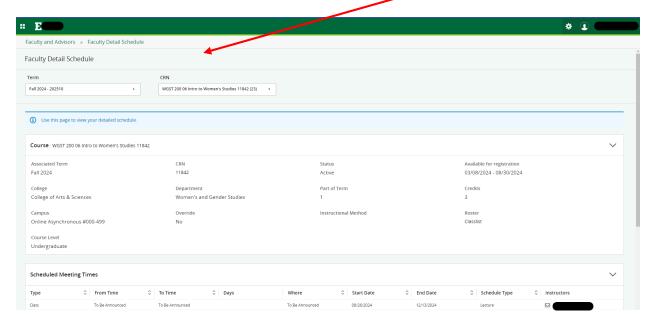

1. Your assigned courses are shown in a calendar view.
2. Any course(s) without assigned meeting times are listed just below the calendar.

| 11am | | **WRTG 121 - 26**
13425 Class
🕐 11:00-12:15
♡ PRAY-H-418 | | **WRTG 121 - 26**
13425 Class
🕐 11:00-12:15
♡ PRAY-H-418 |
| 12pm | | | | |

3

Courses without assigned meeting times:

3

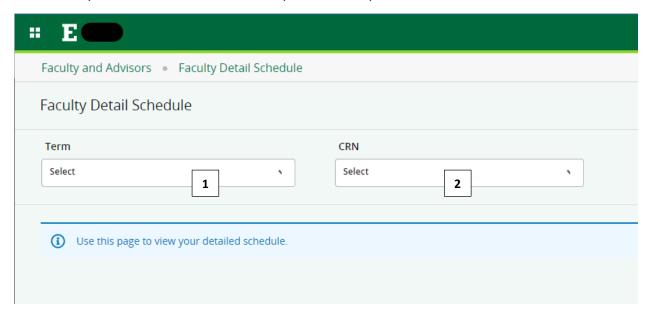WGST 200 - 06 11842 TBA

🕐 Time   ♡ Venue

3. Click anywhere on the course in the calendar view or click the subject/course number listed under "Courses without assigned meeting times" to bring up the "Faculty Detail Schedule" view of the section.
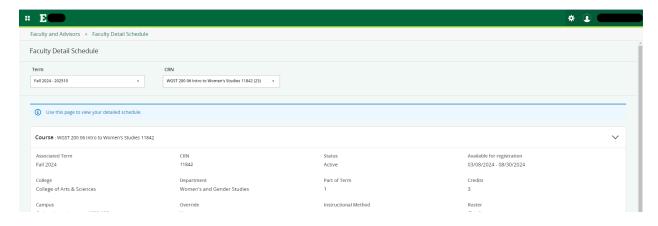

You can also navigate here by clicking "Faculty Detail Schedule" on the new My.emich Faculty Services card.

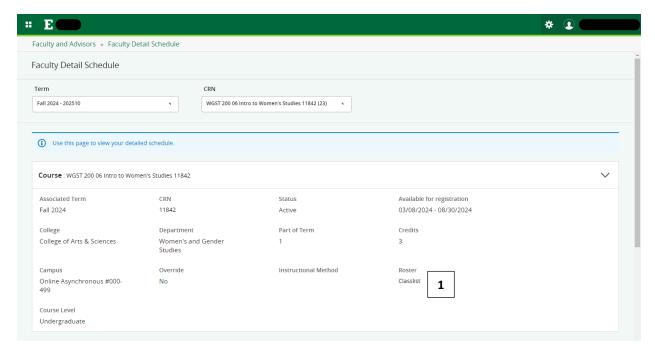Click "Faculty Detail Schedule" on the new My.emich Faculty Services card.

1. Select the term you wish to view
2. Select the CRN of the course section you wish to view (this list is dynamically generated with the course sections assigned to you in the term chosen)

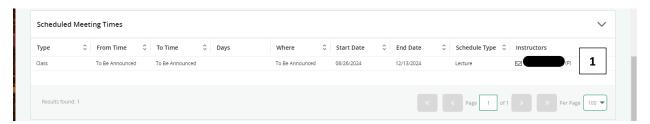Once the term & CRN are chosen, the section details will appear.

Course

The course area lists the basic section information.

1. Roster – Click "Classlist" to view the class list for this section

Scheduled Meeting Times

The scheduled meeting times area lists the section meeting information.

1. If more than one instructor is assigned to the section, the Primary instructor will be displayed with a "(P)" to the right of their name.

Enrollment Counts

The enrollment counts area lists the summary values for the section enrollment, cross list (if applicable), and waitlist (if applicable).

Enrollment Counts				⌄
	Maximum	Actual	Remaining	
Enrollment	30	23	7	
Cross List	0	0	0	

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