



View Class Roll

Online Grading User Guide

A step by step guide to Online Grading navigation



Online Grading User Guide - View Class Roll



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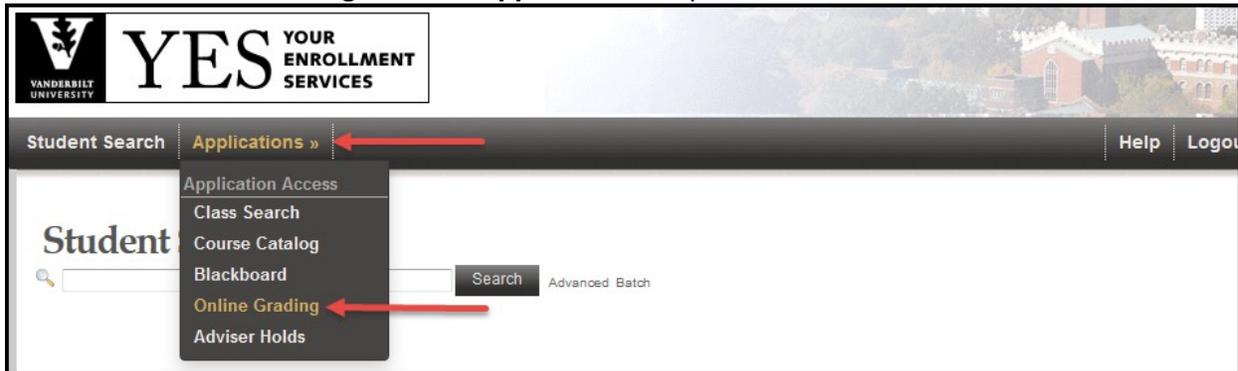
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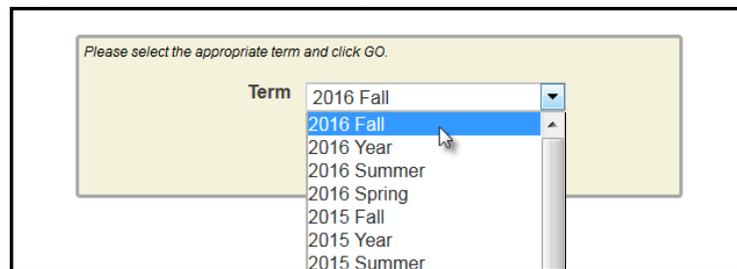


View Class Roll

1. Log into YES (Your Enrollment Services) yes.vanderbilt.edu.
2. Select **Online Grading** from the **Applications** drop-down list.



3. Select the appropriate term from the drop-down menu.



4. Confirm that all of your classes are displayed. If not, please contact your school's Office of Academic Services to make sure that you are assigned as the instructor of record for the class.

Term: 2016 Fall

Session: Any

School/Subject Area: Any Any

Search My Classes:

Course Number:

Section Number:

Instructor Name: (last name, first name)

Search

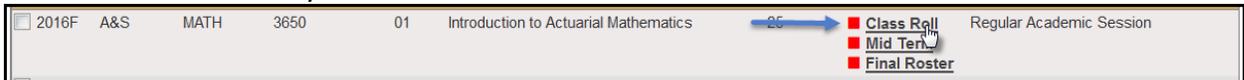
Add Syllabus | Delete Syllabus | Select All ■ Submitted ■ Saved ■ Not Started 2 sections found

Term	School	Subject	Course	Section	Title	# Students	Session
<input type="checkbox"/> 2016F	A&S	MATH	3650	01	Introduction to Actuarial Mathematics	25	<input type="checkbox"/> Class Roll <input type="checkbox"/> Mid Term <input type="checkbox"/> Final Roster Regular Academic Session
<input type="checkbox"/> 2016F	A&S	MATH	3859	14	Independent Study	0	<input type="checkbox"/> Class Roll <input type="checkbox"/> Mid Term <input type="checkbox"/> Final Roster Regular Academic Session

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5. Go to the class that you want to view and click Class Roll.



6. You should now see your class list information.

- You can view class photos by clicking on **View Class Photos**.
- Click **Download CSV** to download the roster to an Excel file.

VUnetID	Name	Level	CHR	Career(s)	Major(s)	Minors(s)	Registered	Dropped
		Junior	3.0	Undergrad	CS, ECON		MATH-3650-01	
		Junior	3.0	Undergrad	ECON, MATH/Standard		MATH-3650-01	
		Senior	3.0	Undergrad	ECON		MATH-3650-01	
		Senior	3.0	Undergrad	ECON, MATH/Standard		MATH-3650-01	
		Junior	3.0	Undergrad	CS		MATH-3650-01	

NOTE: The name that appears in Online Grading rosters is the preferred name. To see the student's full name, hover your mouse over the name.

