

Outline

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| Summary: | The class will cover viewing personal, such as addresses, names, phone numbers, and email addresses and enrollment summary information, such as class schedule, class detail, and term statistics. In addition, the class will cover basic and advanced techniques for class searches. | | |
| Intended Audience: | Staff, who need to look up a student's class schedule, phone numbers, and email addresses | | |
| Duration: | 1.25 Hour | Format: | Lecture/Lab |
| Objectives: | <ul style="list-style-type: none"> <input type="checkbox"/> View a student's personal information (names, addresses, email address, and phone numbers) <input type="checkbox"/> View a student's enrollment information (Class schedule, class detail, and term statistics) <input type="checkbox"/> Search for classes using basic and advanced techniques | | |
| <p><i>For more content or scheduling information, please contact Tami Nelson, PeopleSoft Trainer, at 654-2624 or check out the CMS PeopleSoft Training Portal at http://www.csub.edu/cms/sa-training.shtml. To register for this course or others, go to https://pstraining.csub.edu</i></p> | | | |