


## Downloading Your Grade Roster

You can use the Download  icon to download your grade roster to Excel or open your grade roster in a new browser window. To download your grade roster:

- From the Faculty Center, click the  next to the desired class section.

My Teaching Schedule > Fall 2010 > Cal State Univ., Bakersfield

	Class	Class Title	Enrolled	Days & Times	Room	Class Dates
	<a href="#">CMPS 221-01 (80637)</a>	Programming Fundamentals (Lecture)	36	MoTuWe 7:55AM - 9:25AM	Science III 315	Sep 13, 2010 - Nov 24, 2010
	<a href="#">CMPS 221-02 (80637)</a>	Programming Fundamentals (Lecture)	36	Th 7:55AM - 9:25AM	Science III 315	Sep 13, 2010 - Nov 24, 2010
	<a href="#">CMPS 221-02 (81388)</a>	Programming Fundamentals (Lecture)		TBA	TBA	Sep 13, 2010 - Nov 24, 2010
	<a href="#">CMPS 221-702 (81587)</a>	Programming Fundamentals (Laboratory)	1	TBA	TBA	Sep 13, 2010 - Nov 24, 2010

**Click the Grade Roster icon.**

- Your grade roster opens.

**Grade Roster**  
 Fall 2010 | Regular Academic Session | Cal State Univ., Bakersfield | Undergraduate

▼ [CMPS 221 - 01 \(80637\)](#) [change class](#)

Programming Fundamentals (Lecture)

Days and Times	Room	Instructor	Dates
MoTuWe 7:55AM-9:25AM	Science III 315	Marc Thomas	09/13/2010 - 11/24/2010

**Display Options:**  
 \*Grade Roster Type:   
 Display Unassigned Roster Grade Only

**Grade Roster Action:**  
 \*Approval Status:  [save](#)


Student Grade	ID	Name	Roster Grade	Official Grade	Program and Plan	Level	Grading Basis
<input type="checkbox"/>	1 00024	<a href="#">Ester, Polli</a>	<input type="text" value="A"/>		UGRD - Baccalaureate - Mathematics	Junior	Graded
<input type="checkbox"/>	2 00018	<a href="#">Shui, Feng</a>	B	B	UGRD - Baccalaureate - Mathematics	Sophomore	Graded

View All | [Download](#) | Rows 1 - 36 of 36

Select All Clear All [Printer Friendly Version](#)

<- add this grade to selected students

[notify selected students](#) [notify all students](#)

- Click the Download  icon to download your roster to Excel.

Student Grade	ID	Name	Roster Grade	Official Grade	Program and Plan	Level	Grading Basis
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**Click to Download**

- Follow the instructions on your screen to complete the download. Make sure your web browser allows pop-ups.