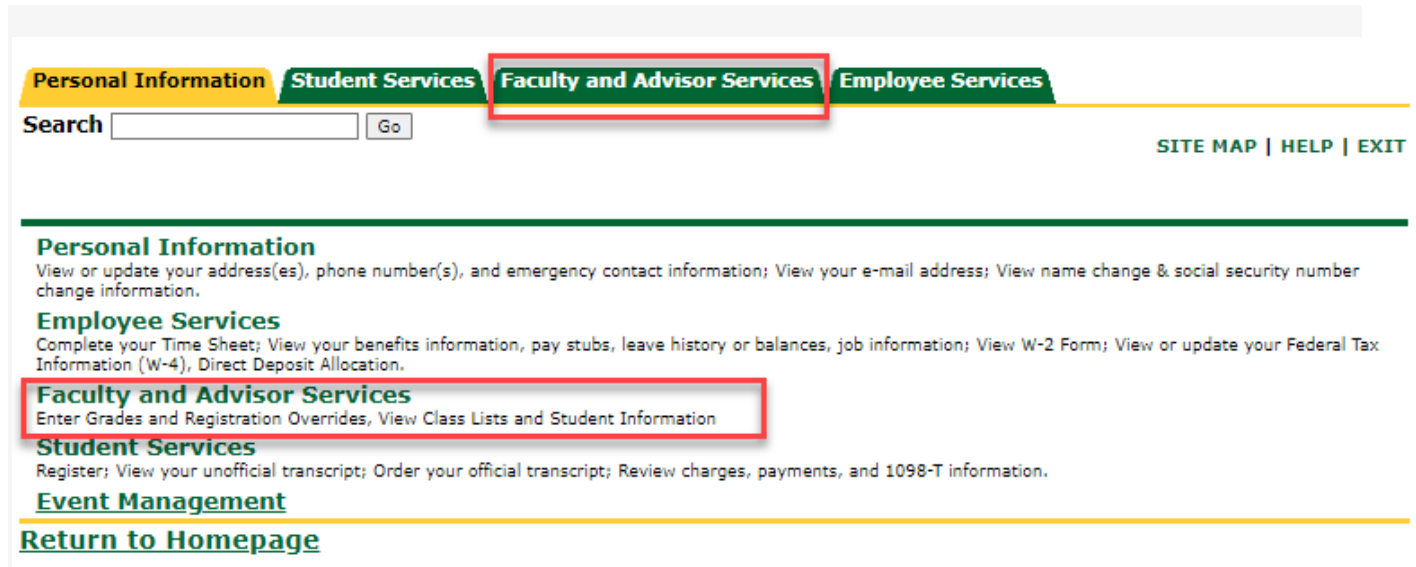# Faculty Detail Schedule

The purpose of this guide is to provide instructions for viewing the faculty detail schedule that displays details for all courses in which they are an assigned instructor.

1. Log on to Patriot Web.

2. Select "Faculty and Advisor Services."

Personal Information   **Student Services**   **Faculty and Advisor Services**   **Employee Services**

Search [_____] [Go]

SITE MAP | HELP | EXIT

Personal Information
View or update your address(es), phone number(s), and emergency contact information; View your e-mail address; View name change & social security number change information.

Employee Services
Complete your Time Sheet; View your benefits information, pay stubs, leave history or balances, job information; View W-2 Form; View or update your Federal Tax Information (W-4), Direct Deposit Allocation.

Faculty and Advisor Services
Enter Grades and Registration Overrides, View Class Lists and Student Information

Student Services
Register; View your unofficial transcript; Order your official transcript; Review charges, payments, and 1098-T information.

Event Management

Return to Homepage

3. Select "Faculty Detail Schedule (9x)."

Student Information Menu
Degree Evaluation and Advisee Listing
Class Schedule
Advising Student Profile
NEW! Faculty Attendance Tracking
NEW! Student Academic Review
NEW! Class List
NEW! Drop Roster
Faculty Grade Entry
Faculty week at a Glance (9x)
Faculty Detail Schedule (9x)
Syllabus Information (9x)
Office Hours (9x)
Assignments (9x)
Faculty Feedback (9x)
Faculty Feedback Admistration (9x)
Faculty and Advisor Security Information (9x)
Registration Overrides (9x)
Student Search (9x)

RELEASE: 8.10

4. Select a term from the drop-down list, then select a crn associated with that term.

5. The page displayed will have details about the course, scheduled meeting times, enrollment counts, syllabus data, and office hours.

Associated Term	CRN	Status	Available for registration
Summer 2023	41189	Active	03/21/2023 - 05/30/2023

College	Department	Part of Term	Credits
Humanities & Social Sciences	Criminology, Law and Society	1D	3

Campus	Override	Instructional Method	Roster
Online	No	Off-campus F2F 0-1% Sync	Classlist

Course Level

Undergraduate, Undergraduate, Non-Degree, Non-Degree, Washington Consortium, Washington Consortium, Consortium - Other

Scheduled Meeting Times

Type	From Time	To Time	Days	Where	Start Date	End Date	Schedule Type	Instructors
Class	13:30	15:35	Thu	ON LINE	05/22/2023	07/29/2023	Lecture	✉ Traci Rees (P)
Class	To Be Announced	To Be Announced		ON LINE	05/22/2023	07/29/2023	Lecture	✉ Traci Rees (P)

6. The word "Maintain" is displayed on Faculty Detail Schedule page if a syllabus is defined in the Syllabus section. If a syllabus is not defined, "Add" is displayed.

Syllabus Data

You have no syllabus added yet.

Add Syllabus

7. The word "Maintain" is displayed if the instructor's office hours have been defined in the Office Hours section. If office hours have not been defined, "Add Office Hours" is displayed. The information displayed is specific to the instructor accessing this page if multiple instructors are assigned to this section.

Office Hours

From Date	To Date	From Time	To Time	Days	Contact Number	Location

You have no office hours added yet.

Add Office Hours

For help, please contact regsite@gmu.edu.