Print the Student's Schedule

You can print an Enrollment Summary or a Weekly Schedule (Grid) of the classes that a student is registered for in a specific Term.

Enrollment Summary

Navigation:

Records and Enrollment > Enrollment Summaries > Enrollment Summary

Find an Exi	ormation isting Va	you have and clic	ck Search. Leav	ve fields blank f	or a list of all	I values.	Enter the Career , <i>I</i>	e studei Academ	nt's ID, Ac a lic Institut	ademic ion	
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To retrieve your report:

Click the **Report Manager** link to go to the **Report List** page.

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Select All Deselect All Click the delete button to delete the selected report(s)						
Go back t	to Enrollment Summary					
Save						

Keep clicking the **Refresh** button to refresh the page status.

When the status displays "Posted" you will see a <u>Details</u> link.

Click the <u>Details</u> link to open the **Report Detail page**.

Report Det	tail				
Report					
Report ID:	13983	Process Instance:	2532362		Message Log
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Click the pdf file

Note: If you do not see a pdf file and you only see the *Message Log* and *Trace File*, the process ran but did not produce any output for a report.

Adobe Acrobat will open displaying the report. Click the **Print** button within Adobe Acrobat to print it.



Click the **Close** button (**X**) in the upper right corner of the Adobe window to close it. This returns you to the **Report Detail** page. Click **Cancel** to return to the **Report List** page.

Select All Deselect All Deselect All Click the delete button to delete the se	Click <u>Go back to Enrollment Summary</u> to return to that page.
Go back to Enrollment Summary	
Administration <u>Archives</u>	

Student's Weekly Schedule

View the classes in a "grid" format.

Navigation:

SBU > SBU Student Records > Inquire > SU Students' Weekly Schedule

Find an Existing Value	
ID: begins with → 100200300 Q	Enter the
Last Name: begins with 👻	
First Name: begins with 🔻	Click Sear
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Search Clear Basic Search 🗐 Save Search Criteria	

student's Stony Brook r

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The complete enrollment summary may not display for HSC Programs or SPD students who enroll in courses scheduled in selected module/session codes). This information may be obtained in SOLAR.

	You may change the Start Time and End Time.								
Show W	eek of 11/17/2009 🛐	Start Time 8:00AM	End Time 10:00Pl	REFRESH CALENDAR					
_			<< PREVIOUS WEEK	NEXT WEEK >>					
Week o	of 11/16/2009 - 11/22/2009								
Time	Monday Nov 16	Tuesday Nov 17	Wednesday Nov 18	Thursday Nov 19	Friday Nov 20				
8:00AM	PHY 125 - 01 Lecture 8:30AM - 9:25AM Harriman Hall 137		PHY 125 - 01 Lecture 8:30AM - 9:25AM Harriman Hall 137		PHY 125 - 01 Lecture 8:30AM - 9:25AM Harriman Hall 137				
9:00AM	PHY 125 - 01 Lecture 8:30AM - 9:25AM Harriman Hall 137	WRT 101 - 34 Lecture 9:50AM - 11:10AM HUMANITIES 3013	PHY 125 - 01 Lecture 8:30AM - 9:25AM Harriman Hall 137	WRT 101 - 34 Lecture 9:50AM - 11:10AM HUMANITIES 3013	PHY 125 - 01 Lecture 8:30AM - 9:25AM Harriman Hall 137				

Select the Week and Start/End time that you would like displayed. Click Refresh Calendar.

Scroll down to the bottom of the page for more display options.

▼ Display Options						
Show Instructors	Monday	Thursday				
Show AM/PM	V Tuesday	🗹 Friday	Sunday	REFRESH CALENDAR		
Show Class Title	Wednesday	Saturday				

Click the boxes to choose the options. Click Refresh Calendar.