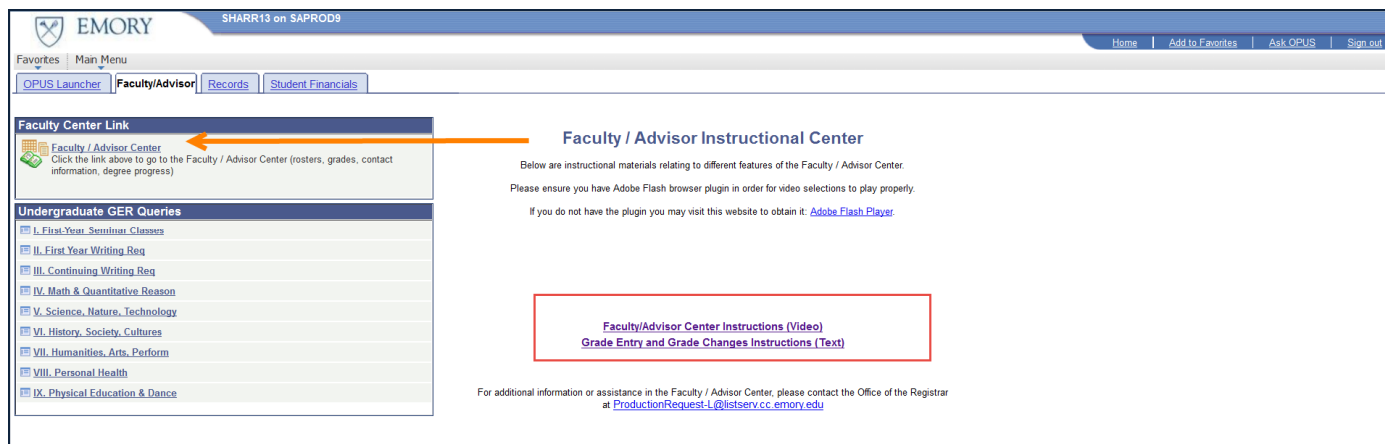


### Faculty /Advisor Instructional Center

- Video – Overview of the center
- Text document with instructions for entering grades and making grade changes.
- Undergraduate GER Queries
- Link to Faculty/Advisor Center
- Links to [ProductionRequest-L@listserv.cc.emory.edu](mailto:ProductionRequest-L@listserv.cc.emory.edu) and [ASK OPUS](#) to obtain Registrar help.



**Faculty / Advisor Instructional Center**

Below are instructional materials relating to different features of the Faculty / Advisor Center.

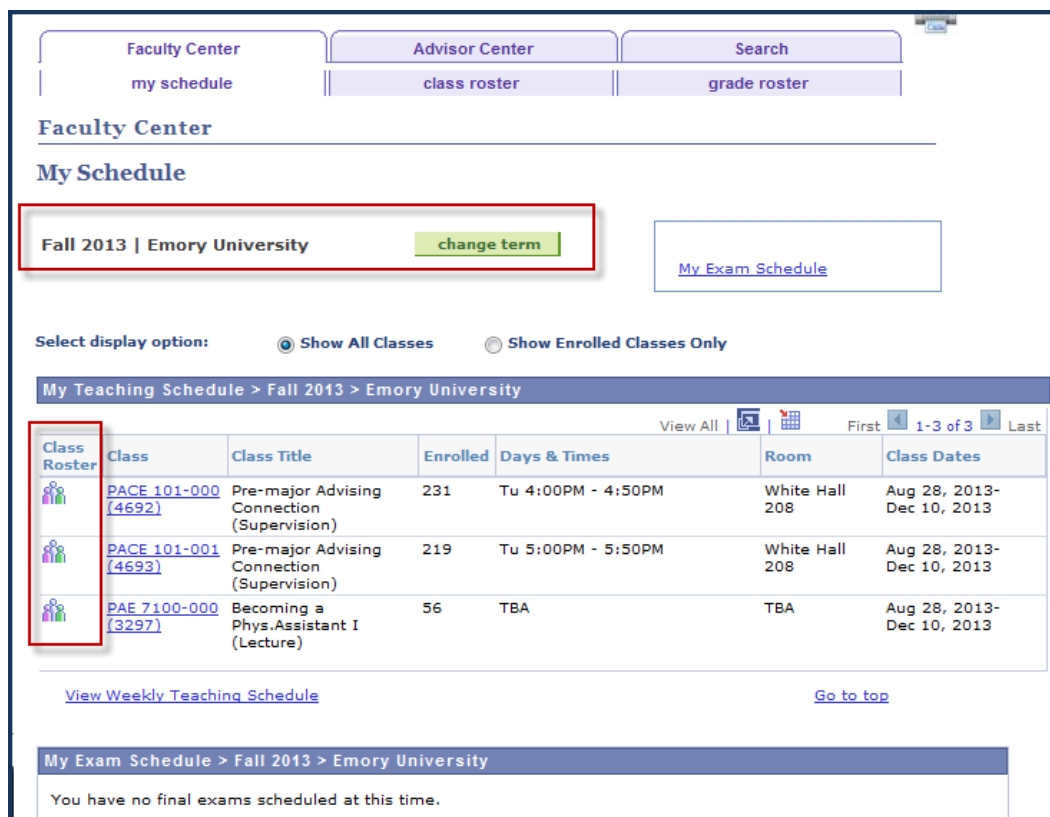
Please ensure you have Adobe Flash browser plugin in order for video selections to play properly.

If you do not have the plugin you may visit this website to obtain it: [Adobe Flash Player](#).

[Faculty/Advisor Center Instructions \(Video\)](#)  
[Grade Entry and Grade Changes Instructions \(Text\)](#)

For additional information or assistance in the Faculty / Advisor Center, please contact the Office of the Registrar at [ProductionRequest-L@listserv.cc.emory.edu](mailto:ProductionRequest-L@listserv.cc.emory.edu)

In the [Faculty Center](#) – Icon provide quick access to “Class Roster”



**Faculty Center**




**My Schedule**

Fall 2013 | Emory University [change term](#)

[My Exam Schedule](#)

Select display option: ☒ Show All Classes ☐ Show Enrolled Classes Only

**My Teaching Schedule > Fall 2013 > Emory University**

Class Roster	Class	Class Title	Enrolled	Days & Times	Room	Class Dates
	<a href="#">PACE 101-000 (4692)</a>	Pre-major Advising Connection (Supervision)	231	Tu 4:00PM - 4:50PM	White Hall 208	Aug 28, 2013- Dec 10, 2013
	<a href="#">PACE 101-001 (4693)</a>	Pre-major Advising Connection (Supervision)	219	Tu 5:00PM - 5:50PM	White Hall 208	Aug 28, 2013- Dec 10, 2013
	<a href="#">PAE 7100-000 (3297)</a>	Becoming a Phys.Assistant I (Lecture)	56	TBA	TBA	Aug 28, 2013- Dec 10, 2013

[View Weekly Teaching Schedule](#) [Go to top](#)

**My Exam Schedule > Fall 2013 > Emory University**

You have no final exams scheduled at this time.



Or to the Grade Roster for “Grade Entry”.

**Faculty Center**  
**My Schedule**  
 Spring 2013 | Emory University change term

[View Personal Data Summary](#)  
[My Exam Schedule](#)

Select display option: ☒ Show All Classes ☐ Show Enrolled Classes Only

My Teaching Schedule > Spring 2013 > Emory University

Class Roster	Grade Roster	Class	Class Title	Enrolled	Days & Times	Room	Class Dates
		PAE 7002-000 (5327)	Intro to Epid. & Biostatistics (Lecture)	45	TBA	TBA	Jan 14, 2013 - Apr 29, 2013

[View Weekly Teaching Schedule](#) [Go to top](#)

My Exam Schedule > Spring 2013 > Emory University

You have no final exams scheduled at this time.

[Go to top](#)

Click the class roster and see your class members – include photos and you can view a photo of each student. The Enrollment Status drop down allows you to see all enrolled & dropped students, enrolled students only and dropped students. The class roster can also be downloaded to Excel using the blue/red grid.













Spring 2013 | Regular Academic Session | Emory University | Graduate Allied Health  
 PAE 7002 - 000 (5327) change class  
 Introduction to Epidemiology and Biostatistics (Lecture)

Days and Times	Room	Instructor	Dates
TBA	TBA	Jodie Guest, Dana Sayre-Stanhope, Sylvia Harris	01/14/2013 - 04/29/2013

\*Enrollment Status:

Enrollment Capacity: 60 Enrolled: 45

Select display option: ☒ Link to Photos ☐ Include photos in list

Enrolled Students									
	Notify	Photo	ID	Name	Grade Basis	Units	Program and Plan	Level	
1					Graded	2.00	Physician Assistant - Physician Assistant	Grad Yr 1	
2					Graded	2.00	Physician Assistant - Physician Assistant	Grad Yr 1	
3					Graded	2.00	Physician Assistant - Physician Assistant	Grad Yr 1	
4					Graded	2.00	Physician Assistant - Physician Assistant	Grad Yr 1	
5					Graded	2.00	Physician Assistant - Physician Assistant	Grad Yr 1	
6					Graded	2.00	Physician Assistant - Physician Assistant	Grad Yr 1	

## Overview of the Faculty Center in OPUS

In the [Advisor Center faculty](#) can view their advisees. Faculty can readily see an advisee's information (demographics, class schedule, transcripts, including the student's photo). If a student does not appear in the advisees listing, the faculty can use the "View Data for Other Students" to access drop in student information in accordance with FERPA regulations.

Faculty Center
Advisor Center
Search

my advisees
student center
general info
transfer credit
academics
achievements and activities

### My Advisees

Select display option: ☒ Link to Photos ☐ Include photos in list

**Note: Any Major/Minor listed below describes the association between advisor and advisee, and does not necessarily mean that advisee has currently declared that major or minor, it could be historical. Please see your departmental student records contact for more information.**

	Notify	Photo	Name	ID	View Student Details	Major/Minor
1	<input type="checkbox"/>		<a href="#">Dooley, Deborah</a>	0145374	<a href="#">View Student Details</a>	HISTORYBA
2	<input type="checkbox"/>		<a href="#">Dooley, James Wayne</a>	0022365	<a href="#">View Student Details</a>	CHEMND

notify selected advisees
notify all advisees

VIEW DATA FOR OTHER STUDENTS

Faculty Center
Advisor Center
Search

My Advisees
Student Center
General Info
Transfer Credit
Academics
Achievements And Activities

Faculty Center
Advisor Center
Search

### Additional Links from Advisor Center to Advisee Information

Favorites
Main Menu >
Self Service >
Faculty Center >
My Schedule

Sylvia Harris

Faculty Center
Advisor Center
Search

my advisees
student center
general info
transfer credit
academics
achievements and activities

### My Advisees

## Overview of the Faculty Center in OPUS

**Student Center** – this is a partial view of your advisee’s center. Faculty can see the student’s schedule, holds, enrollment dates, personal information, etc.

James Wayne Dooley

\*Change Advisee: Dooley, James Wayne [change](#)

**Academics**  
[My Class Schedule](#)  
[Shopping Cart](#)  
[My Degree Planner](#)

**This Week's Schedule**  

Class	Schedule
AAAA 998GB-00P LEC (9496)	Room: TBA
AAAA 998UC-00P LEC (9515)	Room: TBA
AAAA 999B-00P LEC (9517)	TBA

**Personal Information**  
[View Demographic Data](#)  
[View Emergency Contact](#)  
[Names](#)  
[Change Password](#)

**Contact Information**  

**Preferred Address**  
None

**View Addresses**  
325 Melrose Ave  
Decatur, GA 30030-2853

**View Phone #s**  
404/727-9988

**View Email Addresses**  
james.dooley@emory.edu

**Announcements**  

Headline  
Spring Registration Bills

[details](#)

**Communications**  

[details](#)

**Holds and Clearances**  

StuFinl-Do Not Permit Enrlmnt  
StuFinl-Registration Clearance

[details](#)

**To Do List**  

Admissions: 17  
Financial Aid: 5

[details](#)

**Enrollment Dates**  

Shopping Cart Appointment  
Your Shopping Cart for the

Under “other academics” view the student’s unofficial transcript.

Academics

My Class Schedule  
Shopping Cart  
My Degree Planner

other academic... [View Class Activities - Action Required](#)

**This Week's Schedule**

Class	Schedule
AAAA 998GB-00P LEC (9496)	Room: TBA
AAAA 998UC-00P LEC (9515)	Room: TBA
AAAA 999B-00P LEC (9517)	TBA

View advisee **General Information**. Expand or collapse to view all or limited data.

Sylvia Harris

Faculty Center | Advisor Center | Search

my advisees | student center | **general info** | transfer credit | academics | achievements and activities

**Advisee General Info**

James Wayne Dooley

\*Change Advisee: Dooley, James Wayne [change](#)

**Service Indicators**  
[Student Groups](#)  
[National ID](#)  
[Addresses](#)  
[Email Addresses](#)

**Initiated Checklists**  
[Personal Data](#)  
[Names](#)  
[Phones](#)

[COLLAPSE ALL](#)

[EXPAND ALL](#)

**Service Indicators**

[edit service indicators](#)

**Initiated Checklists**

[review checklist summary](#)

**Student Groups**

[edit student groups](#)

**Personal Data**

[edit personal data](#)

## View Advisee Transfer Credit Details

my advisees | student center | general info | **transfer credit** | academics | achievements and awards

### Advisee Transfer Credit

**James Wayne Dooley**

\*Change Advisee: Dooley, James Wayne change

**Course Credits**

Model	Statistics	Detail	Source	Career	Institution	Program	Articulation Term	Model Status
<a href="#">Detail</a>			Tel Aviv University of Israel	Undergraduate Emory College	Emory University	Liberal Arts & Sciences	Summer 2011	Submitted
<a href="#">Detail</a>			Auburn University	Undergraduate Nursing	Emory University	Bachelor of Science in Nursing	Fall 2004	Submitted
<a href="#">Detail</a>			Auburn University	Undergraduate Nursing	Emory University	Bachelor of Science in Nursing	Fall 2009	Submitted

**Test Credits**

Model	Statistics	Detail	Career	Institution	Program	Articulation Term	Model Status
<a href="#">Detail</a>			Ugrad Coll	Emory University	Liberal Arts & Sciences	Fall 1993	Submitted
<a href="#">Detail</a>			Ugrad Coll	Emory University	Liberal Arts & Sciences	Fall 2011	Submitted

Use this icon to expand the selection for more information or click the "statistics" tab.

Detail	Source	Career	Institution	Program	Articulation Term	Model Status	Units Transferred	Transfer Passed for GPA	Transfer Taken Not for GPA	Transfer Grade Points	Transfer GPA
<a href="#">Detail</a>	Tel Aviv University of Israel	Undergraduate Emory College	Emory University	Liberal Arts & Sciences	Summer 2011	Submitted					
<a href="#">Detail</a>	Auburn University	Undergraduate Nursing	Emory University	Bachelor of Science in Nursing	Fall 2004	Submitted	3.000				
<a href="#">Detail</a>	Auburn University	Undergraduate Nursing	Emory University	Bachelor of Science in Nursing	Fall 2009	Submitted	4.000				

## View Advisee's Academics

### Program/Plan

\*Change Advisee: Dooley, James Wayne change

**Institution / Career / Program** edit program data

- EMORY - Emory University
  - GAH - Graduate Allied Health
    - DPT - Doctor of Physical Therapy
  - GBUS - Graduate Business
    - MBAS - Master of Business Admin.
  - GNUR - Graduate Nursing
    - MSN - Master of Science in Nursing
  - GSAS - School of Graduate Studies
    - MS - Master of Science
  - LAW - Law
    - JD - Doctor of Law
  - MED - Medicine
    - MD - Doctor of Medicine
  - PUBH - Public Health
    - MPH - Master of Public Health
  - THEO - Theology
    - MDIV - Master of Divinity
  - UAH - Undergraduate Allied Health
    - MEIOSM - Medical Imaging
  - UBUS - Undergraduate Business
    - BBA - Bachelor of Business Admin.
    - BBA - Bachelor of Business Admin.
  - UCOL - Undergraduate Emory College
    - LIBAS - Liberal Arts & Sciences
  - UNUR - Undergraduate Nursing
    - BSN - Bachelor of Science in Nursing

Program: AA Associate of Arts  
 Student Career Mtr: 0  
 Status: Completed as of 05/12/1992  
 Admit Term: 0921 Spring 1992  
 Expected Graduation: 0921 Spring 1992  
 Approved Load: Full-Time  
 Load Determination: Base On Units  
 Level Determination: Base On Units  
 Plan: ARTSCIAA Arts & Sciences  
 Requirement Term: 0921 Spring 1992

### Term Statistics (enrollments/grades/stats)

Spring 1994

Eligible to Enroll: Yes  
 Primary Program: LIBAS Liberal Arts & Sciences  
 Academic Standing Status: Data unavailable

**Level / Load**

Academic Level - Projected: Junior  
 Academic Level - Term Start: Junior  
 Academic Level - Term End: Junior  
 Approved Academic Load: Full-Time  
 Academic Load: Enrolled Full-Time

**Classes**

Class	Description	Units	Grading	Grade Status
ANTH 202-101 (2.000)	Found Cultural Anth/Lingust (Lecture)	4.00	Satisfactory/Unsatisfactory W	
BUS 502-300 (3.000)	Economic Analysis For Managers (Lecture)	3.00	Conversion Grading Basis	HP
BUS 512-300 (3.000)	Financial Accounting (Lecture)	3.00	Conversion Grading Basis	NC
HRM 497B-500 (2.000)	Undergraduate Internship (Lecture)	3.00	Graded	W
LAW 500-500 (2.000)	Business Associations (Lecture)	4.00	Conversion Grading Basis	BO
PH 1002-200 (1.000)	Basketball/Intermed Secor (Phys Ed)	1.00	Satisfactory/Unsatisfactory W	

Statistics	From Enrollment	Cumulative Total
Spring 1994		
Units Toward GPA:		
Taken		70.000
Passed		62.000
In Progress		8.000
Units Not for GPA:		
Taken	18.000	31.000
Passed	7.000	8.000
In Progress		
GPA Calculation		
Total Grade Points		203.800
/ Units Taken Toward GPA		70.000
= GPA		2.911
Term History		

## View Advisee's Achievements and Activities

[my advisees](#) | [student center](#) | [general info](#) | [transfer credit](#) | [academics](#) | **[achievements and activities](#)**

### Achievements and Activities

**James Wayne Dooley**

\*Change Advisee:  [change](#)

Academic Institution	Description	Grantor	Date Received	Academic Term
1 EMORY	Supplemental Instruction Leader	EPASS	10/14/2012	
2 EMORY	Phi Beta Kappa Honor Society	Emory University	02/08/2006	Spring 1994
3 EMORY	Phi Beta Kappa Honor Society	Emory University	11/14/2007	Fall 2007
4 EMORY	Supplemental Instruction Leader	EPASS	07/21/2010	

No current academic extracurricular activities information found.

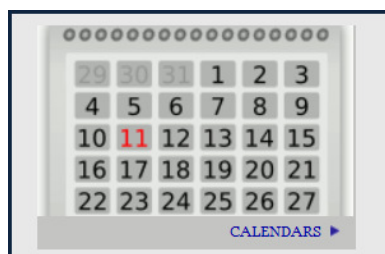
[Faculty Center](#) | [Advisor Center](#) | [Search](#)

[My Advisees](#) | [Student Center](#) | [General Info](#) | [Transfer Credit](#) | [Academics](#) | [Achievements And Activities](#)

[RETURN TO FACULTY CENTER](#)

Where can faculty find Registrar Important Dates? <http://www.registrar.emory.edu/>

Calendars – Look for this icon on registrar webpage.



Home » Students » Calendars

### Calendars

- Academic Calendars
- Registrar Calendar
- Undergraduate and Graduate School Calendars
- Religious Holidays Calendar

Home » Students » Calendars » Registrar Calendar

### Registrar Calendar

[Prev](#) | [Next](#)

[PRINT](#) | [SUBSCRIBE](#)

Select: [All](#) | [None](#)    [Add To My Calendar](#)    [Remind Me By Email](#)    [Other Event Actions...](#)

#### December 2014

- ☐ Fall 2014 Final Exam Period Dec 10 - 20 (see schools for specific dates)  
Wednesday, 12/10
- ☐ Fall 2014 End of Term  
Saturday, 12/20
- ☐ Fall 2014 Graduation Date  
Saturday, 12/20
- ☐ Christmas Holiday - University Holiday  
Wednesday, 12/24
- ☐ Christmas Holiday - University Holiday  
Thursday, 12/25
- ☐ Fall 2014 Grade Submission Deadline  
Monday, 12/29
- ☐ New Year's Holiday - University Holiday  
Wednesday, 12/31

#### January 2015

- ☐ New Year's Holiday - University Holiday  
Thursday, 1/1
- ☐ Schools to Certify Fall 2014 Degrees (except Law)  
Monday, 1/5