Log in to ozone.ou.edu. Click the Faculty and Staff tab. Please note a tab becomes highlighted when it is activated.

View Course Photo Rosters
Instructors and staff who are authorized can click the Course photo rosters link to view The Book.

Instructors and authorized staff can access class rolls through the Instructor Course List or the Course List by Section.
Instructor Course List

Select a Term. Search on the instructor name or 4+4 or Sooner ID and click Search or hit Enter.

Click on the instructor’s name to select him/her.

Then click on Instructor Course List. The selected instructor’s classes will be displayed.

Click on the course to see the information and roster options.
Click on View Course Roster to see the class rolls with pictures (printing them with pictures is an option once you have selected this link)
OR click on Download Course Roster in Excel format
OR Send Email to the Class.

Course List by Section

This page allows departments to view and/or print class rolls without loading the instructor.

Search for a course by term and subject (course and section are optional)

Select a course to view by clicking on the CRN in the search results.
Faculty Dashboard Channel
Instructors can view class rosters through the Faculty Dashboard channel on the Faculty and Staff tab. The dashboard can be expanded to nine courses by clicking the edit button and changing the number of rows.

Click the Apply link to display additional courses.

Look up students, view holds, removing advising flags link
Instructors can also view class rolls by clicking on the View Courses and Student Info link in the Quick Links section, under the Faculty and Staff tab.

This link goes to the Faculty and Advisors menu, from which instructors can access all their courses.

August 26, 2013