Log in to ozone.ou.edu. oZONE will open on the Home tab. Click the Faculty and Staff tab. A tab becomes highlighted when it is activated.

Current oZONE Faculty and Staff Faculty and Staff tab channels (subject to change) are listed below:

- **Faculty Schedule** - instructor’s teaching schedule for the date selected.
- **Faculty Dashboard** - another view of the instructor’s teaching schedule.
- **Faculty Grade Assignment** – Instructors submit grades through this channel
- **News** – information about system developments

**Quick Links** –
- **Academic Resources**
  - Advising flags – authorized users can view, place and remove advising flags
  - Cognos – authorized users can access the Cognos reporting tool
  - Course photo rosters (The Book) – instructors and authorized staff can view course rosters, and also other student information (The Big Page) not displayed through the student selection
  - Desire2Learn – course management site
  - View courses and student info – class schedule, course catalog and student information, view student information through student selection
  - Special permissions/overrides (The Book) - Faculty and staff who are authorized can click this link to issue course special permissions and overrides.
  - View Class List – instructors can view their list of classes
  - View Holds – student holds

- **Advisor Tools**
• For authorized users - Links to student transcripts, registration history, student schedules, Degree Navigator

Other Resources
• links to enrollment policies and procedures, academic calendars, GPA calculator, faculty handbook, GPA calculator, transfer equivalencies, oZONE information website

September 4, 2013