

Seaport 3

Student Roster – Information Detail

1. After logging in and selecting your course, click **Student Roster** in the left navigation menu (Figure 1).

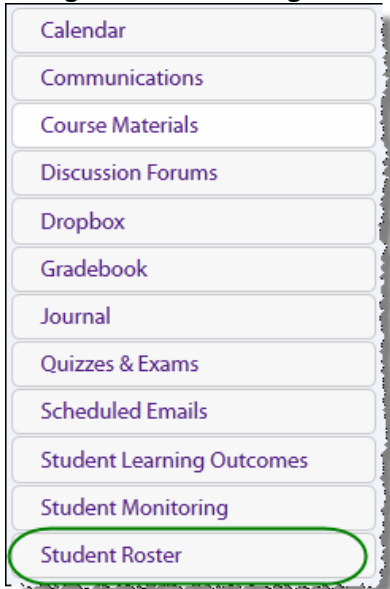
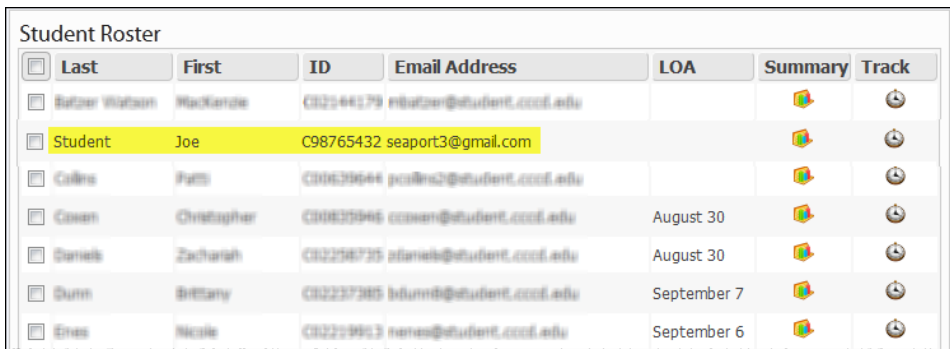


Figure 1

2. You will see your Student Roster arranged into headings (Figure 2).



<input type="checkbox"/>	Last	First	ID	Email Address	LOA	Summary	Track
<input type="checkbox"/>	Batzer Watson	MacKenzie	C02144179	ebatzer@student.cccd.edu			
<input type="checkbox"/>	Student	Joe	C98765432	seaport3@gmail.com			
<input type="checkbox"/>	Collins	Pats	C00629644	pcollins2@student.cccd.edu			
<input type="checkbox"/>	Cowan	Christopher	C00820946	ccowan@student.cccd.edu	August 30		
<input type="checkbox"/>	Daniel	Zachariah	C02258725	zdaniel@student.cccd.edu	August 30		
<input type="checkbox"/>	Dunn	Brittany	C02237285	bdunn@student.cccd.edu	September 7		
<input type="checkbox"/>	Enos	Nicole	C02219613	nenos@student.cccd.edu	September 6		

Figure 2

3. Your Student Roster can be sorted by Last Name, First Name, Student ID, Email Address and LOA completion date. Click a heading and it will be sorted in ascending order and click the same heading a second time and it will be resorted in descending order.

NOTE: The Summary feature is described in **SR Summary**, the Track feature is described in **SR Track**, and the Email Selected feature is described in **SR Email Selected**.