

Faculty Instructions – View Class List

Please note: Courses will only appear in View Class List if students are registered for the course. Please follow Faculty Instructions – View Assignments to view all courses being offered.

- 1) Log into GWeb Information System at <https://it.gwu.edu/gweb>. For assistance with GWeb please call the IT Support Center at (202) 994-4948.
- 2) Click on View Class List in the Faculty Menu.

The screenshot shows the GWeb Faculty Menu with two main sections: 'My Profile' and 'Employee'. The 'Faculty' section is expanded, and 'View Class List' is circled in red. Other options include 'Enter Final Grades', 'Enter Faculty Feedback', 'Access Taskstream', 'Request Grade Change', 'View Assignments', 'View Student Schedule', 'View Faculty Schedule by Day and Time', and 'View Faculty Detail Schedule'. The 'Employee' section includes links for 'Access Employee Dashboard', 'View/Update VA-MD-DC State Tax Withholding', 'View/Update Direct Deposit', 'View D.C. Wage Notification', 'Explore/Apply for Tuition Benefits', 'Access Health and Welfare Benefits', 'Retirement Savings Benefits', and 'HR/Payroll Administrative Functions'.

- 3) Select the appropriate term using the drop-down.

The screenshot shows the 'CRN Listing' page. A dropdown menu is open, showing 'All Terms' selected and circled in red. Below the dropdown is a table of course listings. The table has columns for Course Title, CRN, Enrollment Count, Status, Duration, and Term. The first row is circled in red.

Course Title	CRN	Enrollment Count	Status	Duration	Term
National Bodies	96622	5	Active	01/16/2024 - 04/29/2024	Spring 2024 (202401)
American Contagions	96915	6	Active	01/16/2024 - 04/29/2024	Spring 2024 (202401)
Early American Cultural Hist.	41825	52	Active	08/24/2023 - 12/11/2023	Fall 2023 (202303)
Aesthetics&BlackRadImagination	42507	4	Active	08/24/2023 - 12/11/2023	Fall 2023 (202303)
Discussion	43962	13	Active	08/24/2023 - 12/11/2023	Fall 2023 (202303)

4) Click on a course to view the class roster.

Faculty & Advisors > CRN Listing

CRN Listing

Click on the Subject to see Class List, Course Title for course details, and CRN for section details.
 If "Confidential" appears under a student's name, their personal information must be kept confidential in accordance FERPA.
 Click on a student's name to view their Student Profile.

Spring 2024 - 202401

Select Course Search (Alt+Y)

Subject	Course Title	CRN	Enrollment Count	Status	Duration	Term
AMST 1050, 11	National Bodies	96622	5	Active	01/16/2024 - 04/29/2024	Spring 2024 (202401)
AMST 2490, 10	American Contagions	96915	6	Active	01/16/2024 - 04/29/2024	Spring 2024 (202401)

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5) Clicking on a student's name will bring up the Student Profile. **Note:** For security purposes, the names and GWIDs have been removed from this document

Faculty & Advisors > CRN Listing > Class List

Click on the Subject to see Class List, Course Title for course details, and CRN for section details.
 If "Confidential" appears under a student's name, their personal information must be kept confidential in accordance FERPA.
 Click on a student's name to view their Student Profile.

Spring 2024 - 202401 AMST 1050 | 96622

Course Information

National Bodies - AMST 1050 11
 CRN: 96622
 Duration: 01/16/2024 - 04/29/2024
 Status: Active

Enrollment Counts

	Maximum	Actual	Remaining
Enrollment	18	5	13
Wait List	41	0	41
Cross List	0	0	0

Class List Wait List Summary View

Summary Class List Search (Alt+Y)

<input type="checkbox"/>	Student Name	ID	Registration Status	Level	Credit Hours	Midterm	Final	Class
<input type="checkbox"/>	[Redacted]	[Redacted]	**Web Registered**	Undergraduate	3	No Access	No Access	Senior
<input type="checkbox"/>	[Redacted]	[Redacted]	**Web Registered**	Undergraduate	3	No Access	No Access	Senior
<input type="checkbox"/>	[Redacted]	[Redacted]	**Web Registered**	Undergraduate	3	No Access	No Access	Senior
<input type="checkbox"/>	[Redacted]	[Redacted]	**Web Registered**	Undergraduate	3	No Access	No Access	Freshman
<input type="checkbox"/>	[Redacted]	[Redacted]	**Web Registered**	Undergraduate	3	No Access	No Access	Senior

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