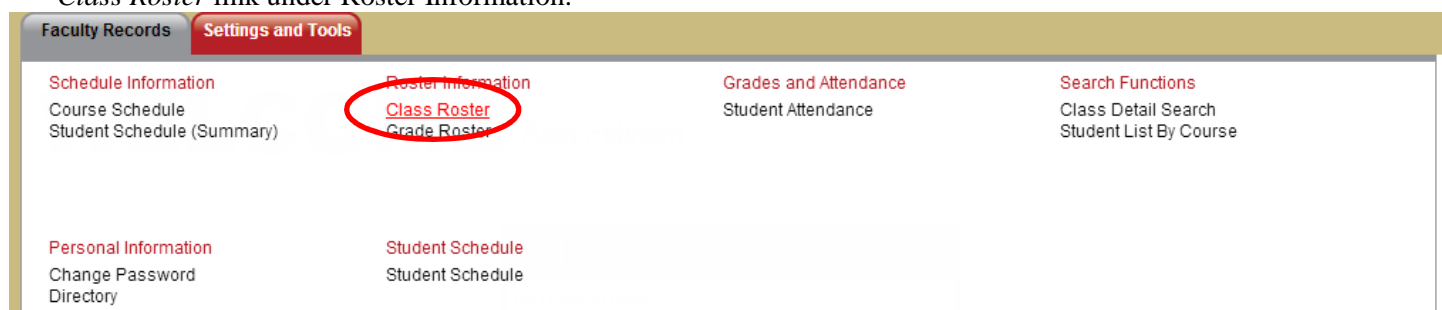


How to View Your Class Rosters Online

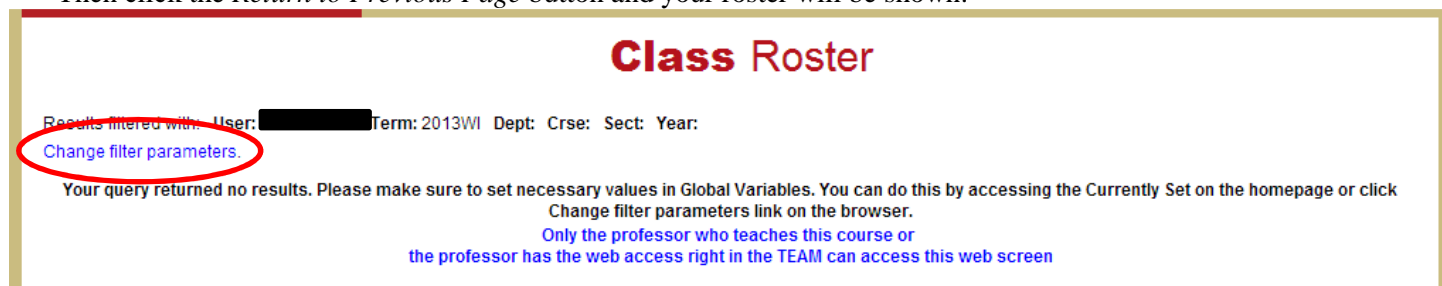
1. Open a web browser such as Internet Explorer or Firefox.
2. Go to the Anna Maria College home page at <http://annamaria.edu/>.
3. Scroll to the bottom of the page and click on the *Online Resources* link. The actual web address is <https://webamc.annamaria.edu/>.
4. Enter the Administrative Program (Empower) username and password given to you and click the *Submit* button.

Advisors: Your username and password is the same as your Empower username and password.
Non-advising faculty: Your username is the first 5 letters of your last name followed by your first initial, all in capital letters.
Example: If your name is John Example, your username would be EXAMPJ.

5. Once you are logged in, hover your mouse over the *Faculty Records* tab near the top of the page and then click on the *Class Roster* link under Roster Information.



6. Once you are at the Class Roster page, you will need to click on the *Change filter parameters* link (see screenshot below). You will then need to select the Term, Department, Course, and Section you would like to see the roster for. Then click the *Return to Previous Page* button and your roster will be shown.



If you have any questions regarding web access to your schedule, etc., please contact Katrina Steinberg for assistance at 508-849-3325, or by e-mail at ksteinberg@annamaria.edu.