# Instructions to Print Class Rosters and View Student Photos

In addition, attached in the Faculty Self-Service document (page 19-20) which can be downloaded from your MyCoyote, **under the Faculty and Staff** tab, located **under the How To’s** link.



## Class Rosters – Printing

Print out your class roster by selecting the **Printer Friendly Version** link.



## Class Rosters – View Student Photos

To view student photos, do one of the following:

Click the **Photo** icon to the left of the student’s name.

Click the **Include photos in list** radio button.



***- Not all photos for students will be available.*** (If the student did not take a photo for the Coyote One card, a photo is not available)



On the photo page, click the **View All** link or use the arrow buttons to scroll through the student photos.

After clicking the **View All** link, use your **browser print button** to print the entire list.

            **Note:** To return to the Class Roster page without photos, click the **Link to Photos** radio button.



**Tip!** If you want the student photos to display in the printed version, **do** **NOT** use the Printer Friendly Version button. Instead, click the **View All** link and use your **browser print button**.