

How to Download Class List

1. Login into Blueview



blueView Login

Drake User ID:

Password:

[What is blueView?](#) [Help](#)

2. Select the MyDusis Icon located in the upper right menu



3. From the MyDusis Main Menu select "Faculty & Advisors"

Main Menu

Personal Information
View/Update Emergency Contact Information
View/Update Addresses and Phones
View Drake EMail Address

Surveys
Timely completion of all Course Evaluations & Surveys is important.

Catalog Descriptions
General Catalog Course Lists

Schedule of Classes
Term CRN Listings

Faculty & Advisors
Display student information; Conduct a degree audit;
Display your class list; Download your class list; Display your class list with photos;
View your Advisee list with or without Photos;
Display waitlisted students;
Process registration overrides; Process a student's registration;
Enter grades

4. From the Faculty & Advisors Menu select “Summary Class List”

Faculty & Advisors

Select Term
Faculty Detail Schedule
Faculty Schedule by Day and Time

Look up Classes to Add
Detail Class List
Includes links to Download Class List (replaces DuZip)


Summary Class List

Class Lists with Photos
Your class list will generate in PDF format. Only the instructor may access this feature for their CRNs.


Summary Wait List
Registration Overrides
Registration Add/Drop

5. Select the term you wish to view from the drop down menu; then click submit.

Select Term

 Select the Term for processing then click on the Submit button.

Select a Term:





RELEASE: 8.1


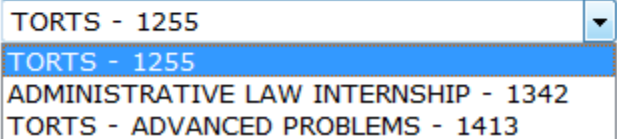
- Fall 2010
- Pharm 10/11 May/Nov
- Summer 2010
- Spring 2010
- Fall 2009
- Pharm May-Nov 09/10
- Summer 2009
- Spring 2009
- Pharm Dec-May 08/09
- Fall 2008
- Pharm May-Dec 08/09
- Summer 2008

6. Select the course/CRN you wish to access from the dropdown menu; then click "Submit". Your class list will generate for the selected CRN.

Select CRN

 Please select the course/course reference number (CRN) you wish to access.

CRN: 

The dropdown menu contains the following options:

- TORTS - 1255
- ADMINISTRATIVE LAW INTERNSHIP - 1342
- TORTS - ADVANCED PROBLEMS - 1413