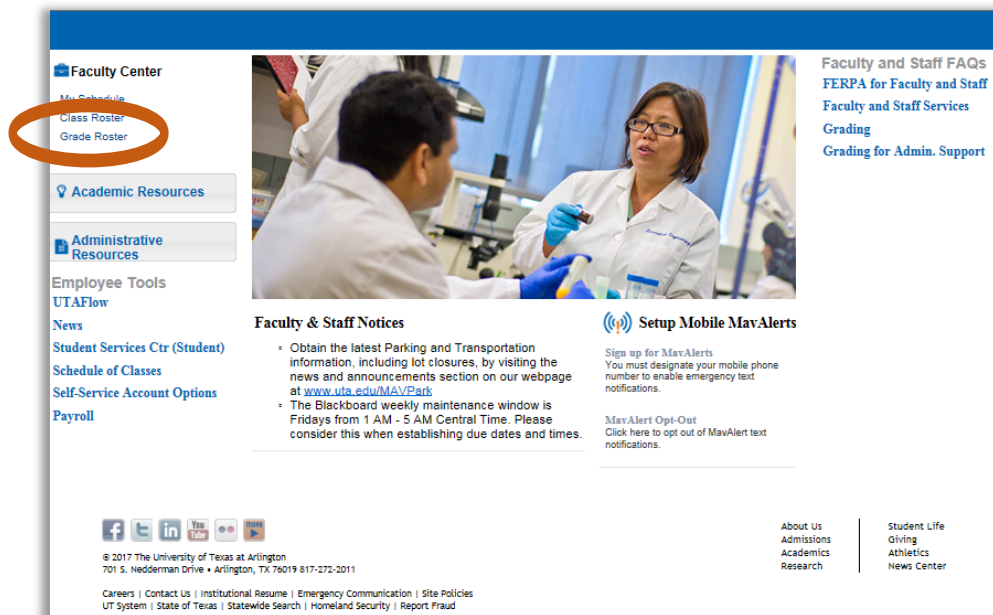
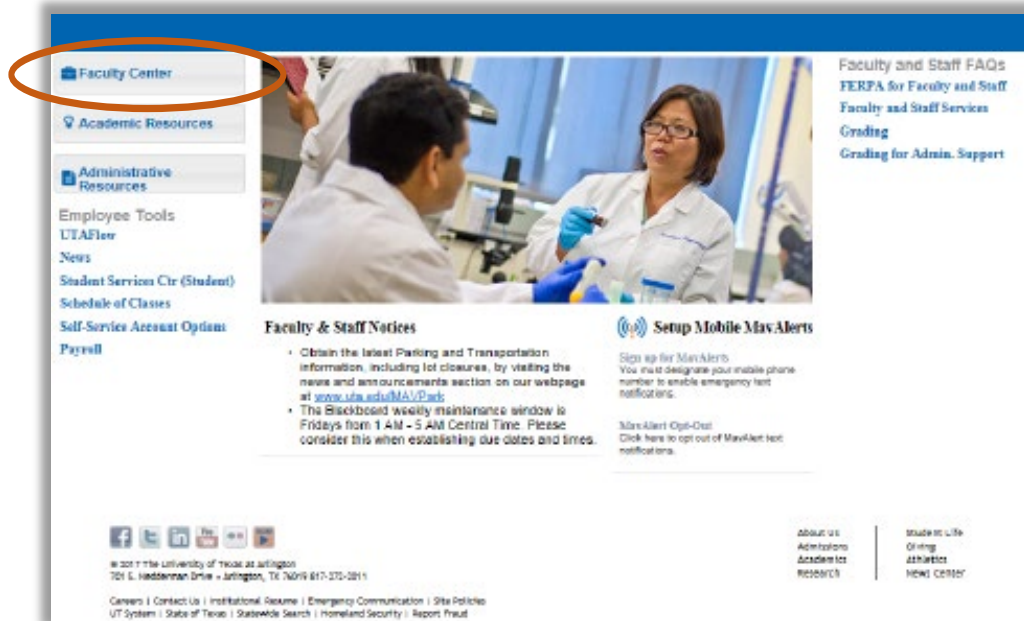


Downloading Your Grade Roster to a Spreadsheet

Instructions

- After logging into MyMav, access your grade roster through your **Faculty Center** (Home Page> Faculty Center > Grade Roster).



- Select **Download %1 Table to Excel** below the roster.

Faculty Center | Search

[My Schedule](#) | [Class Roster](#) | [Grade Roster](#)

Grade Roster

2018 Spring | Regular Academic Session | University of Texas, Arlington | Undergraduate

[Change Class](#)

✓ FREN 1441 - 001 (22919)
BEGINNING FRENCH I (Lecture)

Days and Times	Room	Instructor	Dates
MoWeFr 8:00AM-8:50AM	PH 103		01/16/2018 - 05/04/2018

Display Options

*Grade Roster Type Final Grade

☐ Display Unassigned Roster Grade Only

Grade Roster Action

*Approval Status Not Reviewed [Save](#)

Personalize | Find | First 1-19 of 19 Last

Student Grade												
				ID	Name	Roster Grade	Official Grade	Justification for F	Date Last Attended	Grading Basis	Program and Plan	Level
<input type="checkbox"/>	1	2182	22919			▼		▼		GRD	Undergraduate - COMM INT Broadcasting	Sophomore
<input type="checkbox"/>	2	2182	22919			▼		▼		GRD	Undergraduate - LING INT Linguistics	Sophomore
<input type="checkbox"/>	3	2182	22919			▼		▼		GRD	Undergraduate - Aerospace Engineering UCOL	Freshman
<input type="checkbox"/>	19	2182	22919			▼		▼		GRD	Undergraduate - Architecture INT	Senior

View | [Download %1 Table to Excel](#) | Rows 1 - 19 of 19

[Select All](#) [Clear All](#) [Printer Friendly Version](#)

▼ <- Add this grade to selected students

[Notify Selected Students](#) [Notify All Students](#)

[Save](#)

- Your grade roster will download into an **Excel file**.
 - If the window to Excel does not appear or disappears while you are trying to download, then it is likely to be a settings problem in your browser. Be sure to check your Downloads Folder.