Using MyASU Faculty Tools

Introduction

My ASU (http://my.asu.edu/) is your portal to many ASU services. This is where you will find access information related to your classes, employment resources, your ASU email, software, to-do items, university announcements and more.

Within your My Classes box, you will find a listing of your courses with corresponding icon links to the following tools:

- Create or access your Blackboard Course site.
- Upload your Course Syllabus to the course catalog.
- The Class Roster displays the names and pictures of enrolled students.
- The Academic Status Report (ASR) provides a tool for communicating with students who need more support to succeed in your class.
- The Grade Roster is where you post final grades for your class.

It is important to remember that some of the data provided through MyASU is considered “Personally Identifiable Information” and is managed in accordance to FERPA. If you have not completed the FERPA Tutorial (http://links.asu.edu/ferpa), you should do this as soon as possible.

Instructions and Resources

Please refer to the detailed instructions for using the following tools:

Create or Copy a Blackboard Course Site
http://links.asu.edu/Blackboard-Request-Help

Uploading a Course Syllabus
http://links.asu.edu/Syllabus-Help

Course Roster
http://links.asu.edu/Roster-Help

Academic Status Reports
http://links.asu.edu/ASR-Help

Grade Roster
http://links.asu.edu/Grades-Help