

V0 Schield: Accessing UNM Class Lists: Slides 1

## Accessing Class Lists at UNM

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 Fellow: American Statistical Association  
 President: National Numeracy Network  
 US Rep: International Statistical Literacy Project

**Jan 15, 2022**  
[www.StatLit.org/pdf/2022-UNM-Access-Class-Lists-Slides.pdf](http://www.StatLit.org/pdf/2022-UNM-Access-Class-Lists-Slides.pdf)

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## Three Different Class Lists

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UNM provides three different class lists:

- Summary class list
- Exportable class list
- Detail class list (with student detail)


All three are accessed from Loboweb.  
 All three are shown in the same section under Faculty

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## Go to LoboWeb: my.unm.edu/home

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Login and select Faculty or Loboweb:

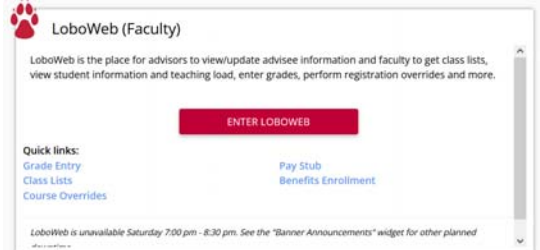


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## Select LoboWeb

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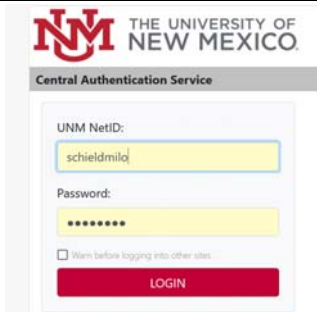
Do not select "Class Lists". That just gives a Summary.



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## Login

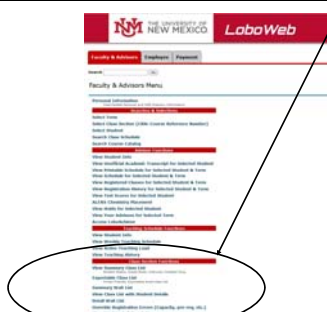
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## See Class Section Functions under Faculty and Advisors

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## Three class lists under Class Section Functions

Summary, Exportable and List with Student Details:

**Class Section Functions**

**View Summary Class List**  
Student Status, Grade Mode, Instructor Initiated Drop.

**Exportable Class List**  
Printer Friendly, Exportable Email class list.

**Summary Wait List**

**View Class List with Student Details**

**Detail Wait List**

**Override Registration Errors (Capacity, pre-req, etc.)**

**View/Update Syllabus Info**

**View/Update Office Hours**

**Add Web Component to Class**

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## 1. Summary Class List

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**Course Information**  
 Statistical LIBRARY...MATH.1300.041  
 CRN: 56220  
 Duration: Jan 17, 2022 - May 14, 2022  
 Status: Active

**Enrollment Counts**

	Maximum	Actual	Remaining
Enrollment:	30	27	3
Cross List:	0	0	0

**Summary Class List**

Seq	Waitlist	Student Name	ID	Reg Status	Level	Credits	Grade Mode	Grade Detail	Drop Notification Expires	Email Student
1	0	Adiba_Saidin	101790309	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>	<a href="mailto:adiba3@unm.edu">adiba3@unm.edu</a>
2	0	Adiba_Saidin	101849732	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>	<a href="mailto:adiba3@unm.edu">adiba3@unm.edu</a>
3	0	Adiba_Saidin	101884444	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>	<a href="mailto:adiba3@unm.edu">adiba3@unm.edu</a>
4	0	Conita_Sheriff	101927879	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>	<a href="mailto:conita22@unm.edu">conita22@unm.edu</a>

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## 2. Exportable (In Excel after Export)

A	B	C	D	E	F	G	H	I	J	K	
1	Student Name	Course	Section	Grade Mode	Reg Code	Reg Date	Hours	Level	Year	UNM ID	Email Address
2	Adiba, Nadine J	MATH 1300 041	41	S	RS	11-Nov-21	3	UG	2022	101790309	nadineadiba@unm.edu
3	Agular, Rocio	MATH 1300 041	41	S	RS	17-Nov-21	3	UG	2022	101840732	rociouagular@unm.edu
4	Aizova, Victoria Alice	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101884444	vaizova@unm.edu
5	Cowles, Hannah Berry	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101927879	hbcowles20@unm.edu
6	Crawford, James W	MATH 1300 041	41	S	RS	10-Nov-21	3	UG	2022	101832028	ncrawford@unm.edu
7	Darden, Keenan Michael	MATH 1300 041	41	S	RS	20-Dec-21	3	UG	2022	101661961	kdarden@unm.edu
8	Fowler, Emerald Symone	MATH 1300 041	41	S	RS	10-Jan-22	3	UG	2022	101915429	esfowler@unm.edu
9	Garcia, Aneli Brooker	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101927879	anegarcia23@unm.edu
10	Gomez, Nidia Oliver	MATH 1300 041	41	S	RS	11-Jan-22	3	UG	2022	101913838	ngomez33676@unm.edu
11	Griebel, Sabina Apollonia	MATH 1300 041	41	S	RS	4-Jan-22	3	UG	2022	101976077	sgriebel@unm.edu
12	Hernandez, Emilio H	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101911137	ehernandez11@unm.edu
13	Hernandez, Martina	MATH 1300 041	41	S	RS	11-Jan-22	3	UG	2022	101801130	mhhdz@unm.edu
14	James, Kristie Lynn	MATH 1300 041	41	S	RS	26-Dec-21	3	UG	2022	100478027	kjames@unm.edu
15	Mares, Mark Dennis	MATH 1300 041	41	S	RS	26-Dec-21	3	UG	2022	101604973	mmares@unm.edu
16	Mareno, Albert L	MATH 1300 041	41	S	RS	17-Nov-21	3	UG	2022	101920022	almareno@unm.edu
17	Musser, Leea L	MATH 1300 041	41	S	RS	21-Dec-21	3	UG	2022	101956041	lmusser44@unm.edu
18	Nagel, Jaclyn B	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101769322	janagel@unm.edu
19	Petty, Alexa R	MATH 1300 041	41	S	RS	12-Jan-22	3	UG	2022	101796050	arpetty@unm.edu
20	Revalde, Logan Hunter	MATH 1300 041	41	S	RS	3-Jan-22	3	UG	2022	101941793	lrevalde@unm.edu
21	Romero, Savina M	MATH 1300 041	41	S	RS	13-Jan-22	3	UG	2022	101831795	svromero99@unm.edu
22	Rovey, David D	MATH 1300 041	41	S	RE	23-Dec-21	3	UG	2022	101976086	dovey@unm.edu
23	Sierra, Andrea Guadalupe	MATH 1300 041	41	S	RS	9-Jan-22	3	UG	2022	101864517	andsierra@unm.edu
24	Stewart, Cayley	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101746031	cstewart01@unm.edu
25	Valko, Carmelita B	MATH 1300 041	41	S	RS	13-Jan-22	3	UG	2022	101741237	cvalko@unm.edu
26	Whitaker, Abbey M	MATH 1300 041	41	S	RS	11-Jan-22	3	UG	2022	101749728	awhitaker14@unm.edu
27	Winter, Alexis Jolben	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101924277	awinter1@unm.edu
28	Wuester, Jonathan Scott	MATH 1300 041	41	S	RS	14-Dec-21	3	UG	2022	101833731	swuester12@unm.edu

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## 3. Detail Class List: with Student Details

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**Course Information**  
 Statistical LIBRARY...MATH.1300.041  
 CRN: 56220  
 Duration: Jan 17, 2022 - May 14, 2022  
 Status: Active

**Enrollment Counts**

	Maximum	Actual	Remaining
Enrollment:	30	27	3
Cross List:	0	0	0

**Detail Class List**

Seq	Student Name	ID	Registration Status	Waitlist Position	Notification Expires	Registration Number	Student Email
1	Adiba_Saidin	101790309	Student Registered	0		4	<a href="mailto:adiba3@unm.edu">adiba3@unm.edu</a>

**Current Program**  
 Bachelor of Music  
 Level: Undergraduate  
 Program: BM Pre Music  
 Admit Term: Fall 2020  
 Admit Type: Freshman w/College After HS  
 Catalog Term: Spring 2021  
 College: College of Fine Arts  
 Campus: Albuquerque, NM  
 Major and Department: Pre Music, Music  
 Campus: Albuquerque, NM  
 Major Concentration: Performance

**Class:** Sophomore, 2nd yr  
**Credits:** 3.000

# Accessing Class Lists at UNM

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**Milo Schield**

<SchieldMilo@unm.edu>

StatLit Coordinator: Univ. New Mexico

Fellow: American Statistical Association

President: National Numeracy Network

US Rep: International Statistical Literacy Project

***Jan 15, 2022***

*www.StatLit.org/pdf/*

*2022-Schield-UNM-Class-Lists-Slides.pdf*

# Three Different Class Lists

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UNM provides three different class lists:

- Summary class list
- Detail class list
- Detail class list with student detail

All three are accessed from Loboweb.

All three are shown in the same section under Faculty

# Go to LoboWeb: [my.unm.edu/home](http://my.unm.edu/home)

Login and select Faculty or Loboweb:

The screenshot displays the myUNM website interface. At the top left is the "NM myUNM" logo. To the right is a search bar with the text "Search" and a magnifying glass icon. Below the search bar are four circular navigation icons: a question mark, an envelope, a book, and a person. To the right of these icons is a red "Login" button with a person icon. The main banner features a group of students in red shirts, some holding "I AM A LOBO" signs, and two Lobo mascot puppets. The text "Everyone's a Lobo" is prominently displayed in the center of the banner. At the bottom of the banner, there is a logo for "NUSENDA CREDIT UNION" with the tagline "SUPPORTING LOBO-WIFI". The footer contains navigation links: "myUNM Home" (underlined), "LoboApps", "Students", "Faculty", and "Staff".

# Select LoboWeb

Do not select “Class Lists”. That just gives a Summary.



## LoboWeb (Faculty)

LoboWeb is the place for advisors to view/update advisee information and faculty to get class lists, view student information and teaching load, enter grades, perform registration overrides and more.

ENTER LOBOWEB

### Quick links:

[Grade Entry](#)

[Class Lists](#)

[Course Overrides](#)

[Pay Stub](#)

[Benefits Enrollment](#)

*LoboWeb is unavailable Saturday 7:00 pm - 8:30 pm. See the "Banner Announcements" widget for other planned downtime.*

# Login



## Central Authentication Service

UNM NetID:

schieldmilo

Password:

••••••••

Warn before logging into other sites.

LOGIN

# See Class Section Functions under Faculty and Advisors



The screenshot displays the LoboWeb interface for the University of New Mexico. At the top, the UNM logo and 'THE UNIVERSITY OF NEW MEXICO' are on the left, and 'LoboWeb' is on the right. Below this is a navigation bar with 'Faculty & Advisors', 'Employee', and 'Payment' tabs. A search bar is present with a 'Go' button. The main content area is titled 'Faculty & Advisors Menu' and is divided into several sections:

- Personal Information**
  - View/Update Personal and UNM Directory Information
- Searches & Selections**
  - Select Term
  - Select Class Section (CRN: Course Reference Number)
  - Select Student
  - Search Class Schedule
  - Search Course Catalog
- Advisor Functions**
  - View Student Info
  - View Unofficial Academic Transcript for Selected Student
  - View Printable Schedule for Selected Student & Term
  - View Schedule for Selected Student & Term
  - View Registered Classes for Selected Student & Term
  - View Registration History for Selected Student & Term
  - View Test Scores for Selected Student
  - ALEKS Chemistry Placement
  - View Holds for Selected Student
  - View Your Advisees for Selected Term
  - Access LoboAchieve
- Teaching Schedule Functions**
  - View Student Info
  - View Weekly Teaching Schedule
  - View Active Teaching Load
  - View Teaching History
- Class Section Functions**
  - View Summary Class List
    - Student Status, Grade Mode, Instructor Initiated Drop.
  - Exportable Class List
    - Printer Friendly, Exportable Email class list.
  - Summary Wait List
  - View Class List with Student Details
  - Detail Wait List
  - Override Registration Errors (Capacity, pre-req, etc.)
  - View/Update Syllabus Info
  - View/Update Office Hours
  - Add Web Component to Class

A black oval callout highlights the 'Class Section Functions' section, and a black arrow points from the top right of the slide towards this section.



# Three class lists under Class Section Functions

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Summary, Exportable and List with Student Details:

## Class Section Functions

### View Summary Class List

Student Status, Grade Mode, Instructor Initiated Drop.

### Exportable Class List

Printer Friendly, Exportable Email class list.

### Summary Wait List

### View Class List with Student Details

### Detail Wait List

### Override Registration Errors (Capacity, pre-req, etc.)

### View/Update Syllabus Info

### View/Update Office Hours

### Add Web Component to Class

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# 1. Summary Class List

## Course Information

**Statistical Literacy - MATH 1300 041**

**CRN:** [56720](#)





**Duration:** Jan 17, 2022 - May 14, 2022

**Status:** Active

## Enrollment Counts

	Maximum	Actual	Remaining
<b>Enrollment:</b>	30	27	3
<b>Cross List:</b>	0	0	0

## Summary Class List

Rec Num	Waitlist Position	Student Name	ID	Reg Status	Level	Credits	Grade Mode	Grade Detail	Drop	Notification Expires	Email Student
1	0	<a href="#">Adisho, Nadine J.</a>	101790309	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>		 <a href="mailto:nadineadisho@unm.edu">nadineadisho@unm.edu</a>
2	0	<a href="#">Aguilar, Rocio</a>	101840752	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>		 <a href="mailto:rocioaguilar@unm.edu">rocioaguilar@unm.edu</a>
3	0	<a href="#">Azizova, Victoria A.</a>	101864444	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>		 <a href="mailto:vazizova@unm.edu">vazizova@unm.edu</a>
4	0	<a href="#">Cowles, Hannah B.</a>	101927670	Student Registered	Undergraduate	3.000	S		<input type="checkbox"/>		 <a href="mailto:hcowles20@unm.edu">hcowles20@unm.edu</a>

## 2. Exportable (In Excel after Export)

	A	B	C	D	E	F	G	H	I	J	K
1	Student Name	Course	Section	Grade Mode	Reg Code	Reg Date	Hours	Level	Year	UNM ID	Email Address
2	Adisho, Nadine J	MATH 1300 041	41	S	RS	11-Nov-21	3	UG	2022	101790309	nadineadisho@unm.edu
3	Aguilar, Rocio	MATH 1300 041	41	S	RS	17-Nov-21	3	UG	2022	101840752	rocioaguilar@unm.edu
4	Azizova, Victoria Alice	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101864444	vazizova@unm.edu
5	Cowles, Hannah Berry	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101927670	hcowles20@unm.edu
6	Crawford, James N	MATH 1300 041	41	S	RS	10-Nov-21	3	UG	2022	101835208	ncraw@unm.edu
7	Darden, Keenan Micheal	MATH 1300 041	41	S	RS	20-Dec-21	3	UG	2022	101661961	kdarden@unm.edu
8	Fowler, Emerald Symone	MATH 1300 041	41	S	RS	10-Jan-22	3	UG	2022	101915829	ealbritton@unm.edu
9	Garcia, Andi Brooke	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101927348	abrooke25@unm.edu
10	Gomez, Niclas Oliver	MATH 1300 041	41	S	RS	11-Jan-22	3	UG	2022	101913838	ngomez33676@unm.edu
11	Griebel, Sabina Apollonia	MATH 1300 041	41	S	RS	4-Jan-22	3	UG	2022	101976077	sgriebel@unm.edu
12	Hernandez, Emilio H	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101951157	ehernandez11@unm.edu
13	Hernandez, Martina	MATH 1300 041	41	S	RS	11-Jan-22	3	UG	2022	101801130	mahdz@unm.edu
14	Jones, Kristie Lynn	MATH 1300 041	41	S	RS	26-Dec-21	3	UG	2022	100478507	kjones8@unm.edu
15	Mares, Mark Dennis	MATH 1300 041	41	S	RS	28-Dec-21	3	UG	2022	101604973	maresm@unm.edu
16	Moreno, Alison L	MATH 1300 041	41	S	RS	17-Nov-21	3	UG	2022	101502092	allmoreno@salud.unm.edu
17	Musser, Leea L	MATH 1300 041	41	S	RS	21-Dec-21	3	UG	2022	101956041	lmusser44@unm.edu
18	Nagel, Jaclyn B	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101769322	janagel@unm.edu
19	Petty, Alexa R	MATH 1300 041	41	S	RS	12-Jan-22	3	UG	2022	101736650	arp363@unm.edu
20	Revalee, Logan Hunter	MATH 1300 041	41	S	RS	3-Jan-22	3	UG	2022	101941791	logan08@unm.edu
21	Romero, Savina M	MATH 1300 041	41	S	RS	13-Jan-22	3	UG	2022	101831795	sromer99@unm.edu
22	Rowaiye, David O	MATH 1300 041	41	S	RE	21-Dec-21	3	UG	2022	101976386	drowaiye99@unm.edu
23	Sierra, Andrea Guadalupe	MATH 1300 041	41	S	RS	9-Jan-22	3	UG	2022	101864517	andiee@unm.edu
24	Stewart, Caeley	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101774031	cstewart01@unm.edu
25	Valdez, Carmelita R	MATH 1300 041	41	S	RS	13-Jan-22	3	UG	2022	101741157	cavaldez@unm.edu
26	Whitaker, Abbey M	MATH 1300 041	41	S	RS	11-Jan-22	3	UG	2022	101749728	whitakera14@unm.edu
27	Winter, Alexis Joleen	MATH 1300 041	41	S	RS	12-Nov-21	3	UG	2022	101924277	awinter1@unm.edu
28	Wooster, Jonathan Scott	MATH 1300 041	41	S	RS	14-Dec-21	3	UG	2022	101853731	wooster12@unm.edu

## 3. Detail Class List with Student Details

### Course Information

[Statistical Literacy - MATH 1300 041](#)

**CRN:** 56720


**Duration:** Jan 17, 2022 - May 14, 2022

**Status:** Active

### Enrollment Counts

	Maximum	Actual	Remaining
<b>Enrollment:</b>	30	27	3
<b>Cross List:</b>	0	0	0

### Detail Class List

Record Number	Student Name	ID	Registration Status	Waitlist Position	Notification Expires	Registration Number	Student Email
1	<a href="#">Adisho, Nadine J.</a>	101790309	Student Registered	0		4	 <a href="mailto:nadineadisho@unm.edu">nadineadisho@unm.edu</a>

### Current Program

Bachelor of Music

**Level:** Undergraduate  
**Program:** BM Pre Music  
**Admit Term:** Fall 2020  
**Admit Type:** Freshman w/College After HS  
**Catalog Term:** Spring 2021  
**College:** College of Fine Arts  
**Campus:** Albuquerque/Main  
**Major and Department:** Pre Music, Music  
**Major Concentration:** Performance

**Class:** Sophomore, 2nd Yr

**Credits:** 3.000