

J1-Desktop Quick Guide

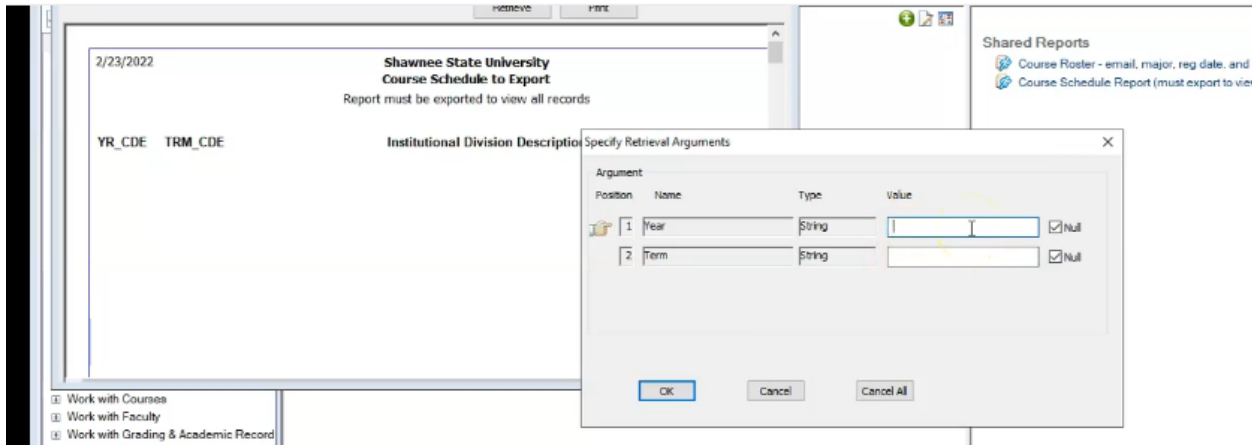
How to View Course Schedules

Log into J1 Desktop and click the Home tab at the bottom.

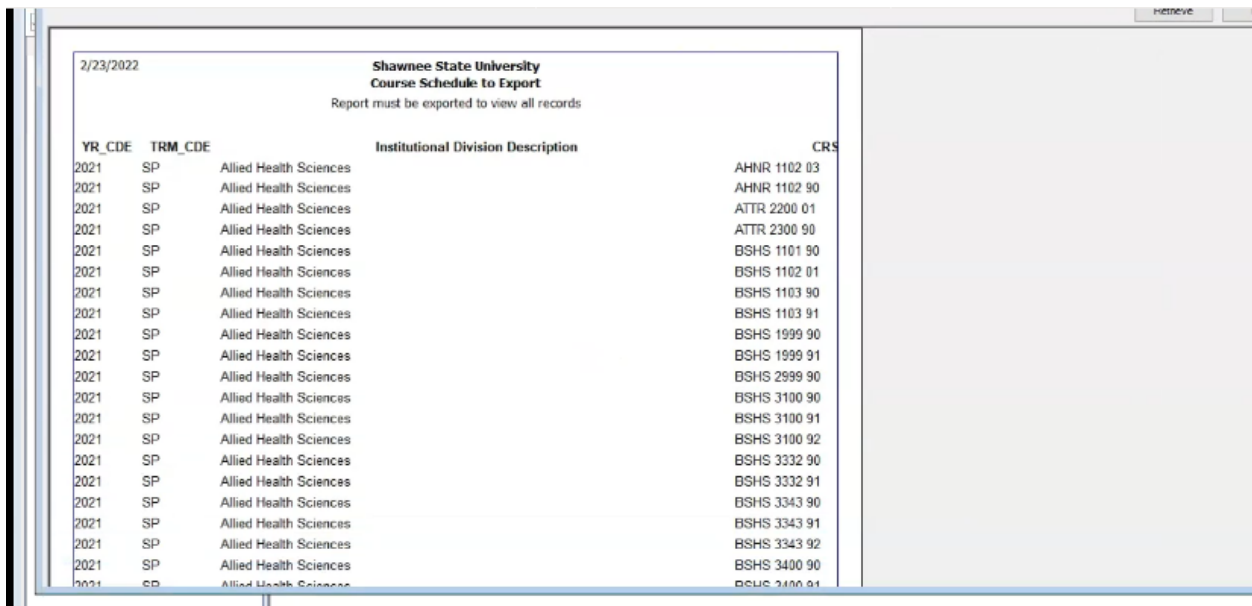
On the right side of the screen you see Shared Reports



Click on Course Schedule Report



Type in the Year (4 digits) and the Term (AU for Autumn, formerly known as Fall, SP, or SM)



It's not really readable in this format, so you'll need to export to Excel – see [How to Export to Excel Guide](#).

