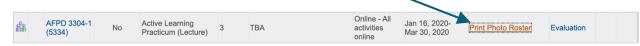


## "Accessing Students' Phone Numbers"

- Log into the Faculty Portal on my.fscj.edu.
- Select "My Schedule" from the drop-down menu under Faculty Center.
- Be sure the correct term is selected. You may want to maximize your window.
- On your schedule, select Print Photo Roster.



• The photo roster will open in another window.



• On the photo roster, the student's phone number is listed below their photos, between their name and e-mail address.