1: Log into JICS & select the Faculty tab at the top. Select"Faculty Course Control".

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2: Make sure you are using the correct year and semester for the "Term" selection box. If not, change the "Term" and hit the "Search" button.

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3: The courses you are teaching in the "Term" selected will be displayed. Under the "Go Directly To" column, select "Course Details" for the course you wish to view detail.

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4: Detail information about the selected course will appear on the screen.

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