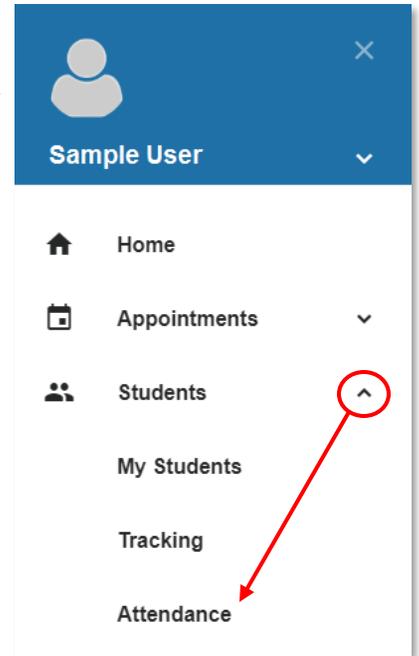
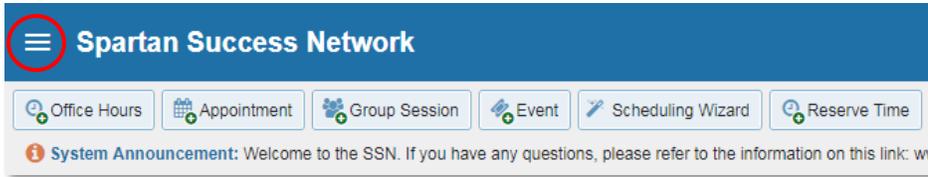


How to Print a Photo Class Roster from SSN



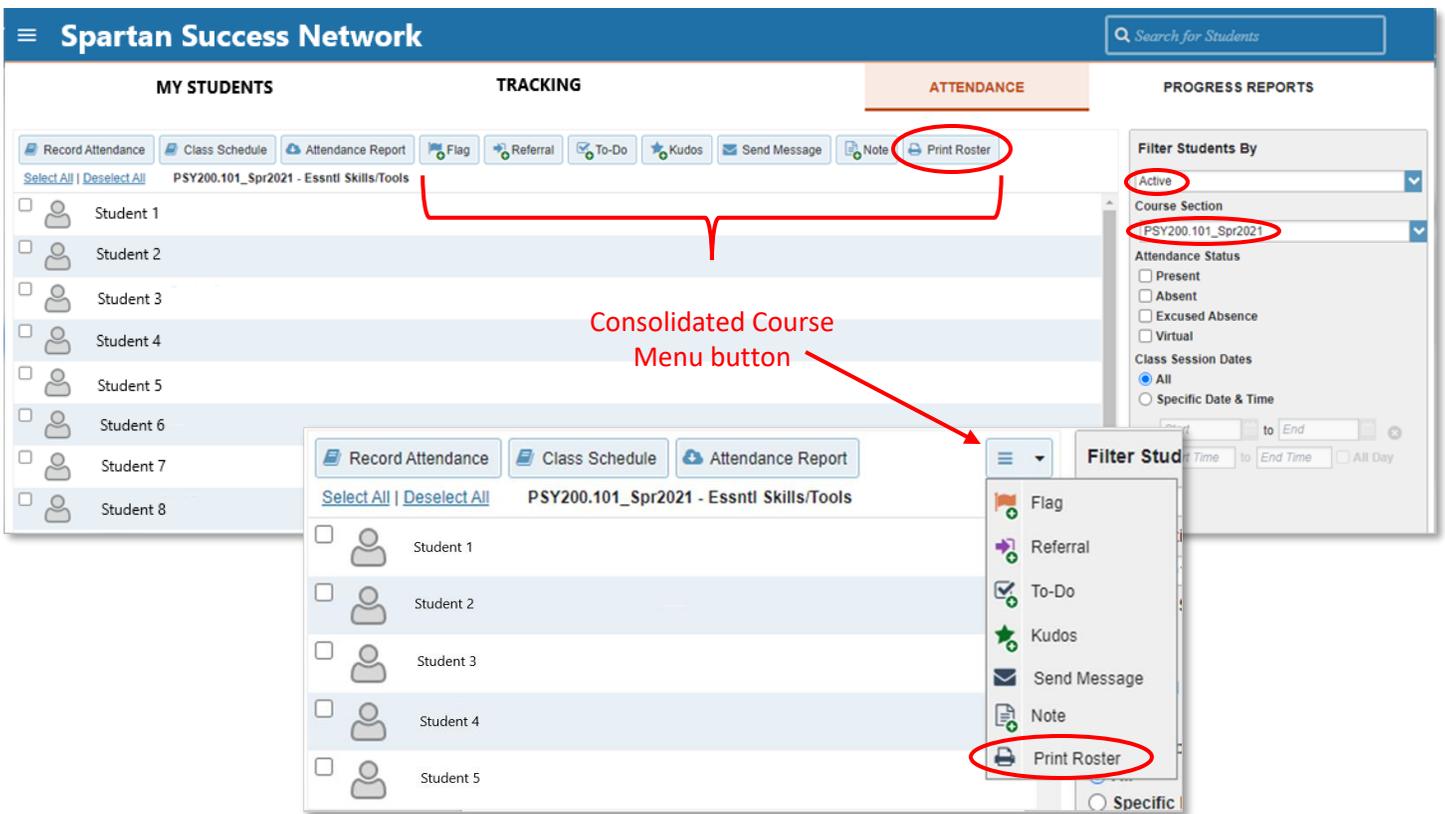
1. Access Spartan Success Network (SSN) by logging in to **MyYCP** and clicking on the green star icon labeled **Spartan Success**.

2. Open the **menu** by clicking on the three horizontal bars in the upper left corner. Click on the **arrow** next to Students and select **Attendance**.



3. In the "Filter Students By" menu on the right side of the screen, ensure that the **Active or specific term** is selected. Choose the desired **Course Section** and click on the **Print Roster** button above the student list.

NOTE: The interface is responsive to users' devices. Depending on the size of a user's screen, the Print Roster button may be consolidated under a Course Menu button as shown below.



4. In the new window that appears, select desired printing options such as the destination, color vs. black and white, one- vs. two-sided, etc. Click the **Print** button.

