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.