

MyBYU Bookmarks and Campus Links

The [myBYU home page](#) has lots of great resources and links that can help you quickly find the information you need, particularly for your classes. In this document, there are suggestions and instructions for the following:

1. Useful Campus Links
2. Bookmarks on myBYU

Useful Campus Links

Once you have logged into the myBYU page, there is a section called "Campus Links". There are many links for a variety of things but there are a few that we thought would be helpful for you to know as faculty.

1. In the links below, you can type the speed url into the Quick URL search place and it will find the link for you.



2. This list of speed url's are some of the ones you may use. The highlighted ones are the most commonly used by faculty

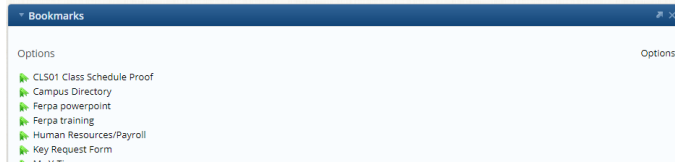
Speed URL	Page Name	Description
CLS00	Admin Class Proof	This presents the class proof as a list to allow the CSO (Class Scheduling Office) to perform approvals on many classes at the same time instead of 1 at a time thru CLS10
CLS01	Class Schedule Proof	Class Schedule by Teaching area (sortable)
CLS02	Course Offering	Class Schedule/Registration Information by Course
CLS03	Course Summary	Summary of all course enrollments by Teaching Area
CLS04	Contact Class Roll	Contact Class Roll with Tab options: Picture, Export, Spreadsheet, Assignment
CLS05	Instructor Schedule	Instructor Teaching Schedule and Chart
CLS07	Permissions and Timelines	Set class scheduling permissions for users and priority timelines for rooms.
CLS08	Classroom Information	Classroom photos, schedules, assignments, and characteristics
CLS09	Room Assignment	Room Assignments for Source Document Class Schedule Planning
CLS10	Class Schedule Record	Data entry page for class information by section
CLS11	Free Room Chart	Hour by Day chart of open class periods (interactive)
CLS12	Room Search	Query for open class periods by building, room, time, day, capacity
CLS14	Envelope Schedule Record	Data entry screen for the grouping of more than one class for registration
CLS15	Class Header Information	Data entry page for the creation of class schedule headings
CLS16	Exam Department Schedule	Final exam schedule by Teaching Area
CLS17	Exam Student Schedule	List and day/time chart of final exams by student
CLS18	Exam Instructor Schedule	List and time/day chart of final exams by instructor
CLS19	Exam Daily Schedule	List of final exams by date
CLS20	Exam Algorithms	Page to set up the final exam schedule for a semester
CLS21	Roll Over Year Term	Moves class schedule information from a former year/term to a future year/term
CLSLOG	Class Schedule Change Log	List of class scheduling log records
CMU	Blackboard Course Management	The BlackBoard course management page
INTERN03	Internship Email Setup	Internship Email Setup

Speed URL	Page Name	Description
GRADE01	Grade Roll Selection	This page allows the user to select the grade roll from a list of classes for which they have access to enter the grades.
GRADE02	Manage Grading Assistants	This page allows the authorized user to add or delete access to other individuals to enter grades for their class.
GRADE03	Grade Roll Monitor	This page allows the authorized user to monitor the status of grade rolls during the grade roll submission process, by college, department, or institution.
GRADE04	Grade Roll	For viewing and editing grade rolls for classes.

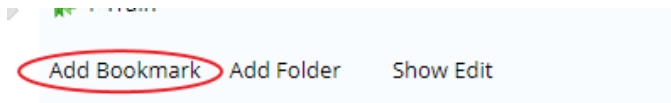
Bookmarks on myBYU

Setting up bookmarks in myBYU—to save even more time or save you the trouble of remembering the speed url's, you can set up bookmarks on your myBYU homepage. You can also save other web links other than the BYU links. To do this, follow the steps below:

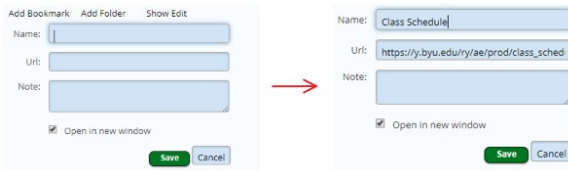
1. Open the webpage that you want to bookmark.
2. Copy the link that is in the search bar.
3. Then go back to your myBYU page under the "Bookmarks section"



4. Click on "Add Bookmark"



5. Paste the url that you copied earlier and give the bookmark a name



6. Then, hit save
7. You may need to repeat steps 4-6 again for the same URL because sometimes the first time doesn't work.