

# View My Schedule

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1. Click the My Schedule link.

[My Schedule](#)

2. Click the **View Weekly Teaching Schedule** link.

[View Weekly Teaching Schedule](#)

3. You can toggle back and forth between weeks. For example, click the **Next Week >>** button.

[next week >>](#)

4. The desired view displays.

5. Select **Display Options** as desired then click **Refresh Calendar**.

6. To exit, click the **Return to Faculty Center** link.

[Return to Faculty Center](#)

7. **End of Procedure.**

