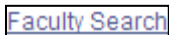
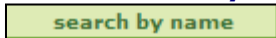


Using Faculty Search in the Faculty Center

1. In the Faculty Center, click the **Search** tab.



Figure 1 - Faculty Search page

2. Click the **Faculty Search** link.
- 
- [Faculty Search](#)
3. Click the **Search by Name** button.
- 
- search by name**
4. In the **Last Name** field, enter the last name of the faculty member for whom you're searching.
 5. In the **First Name** field, enter the faculty member's first name.

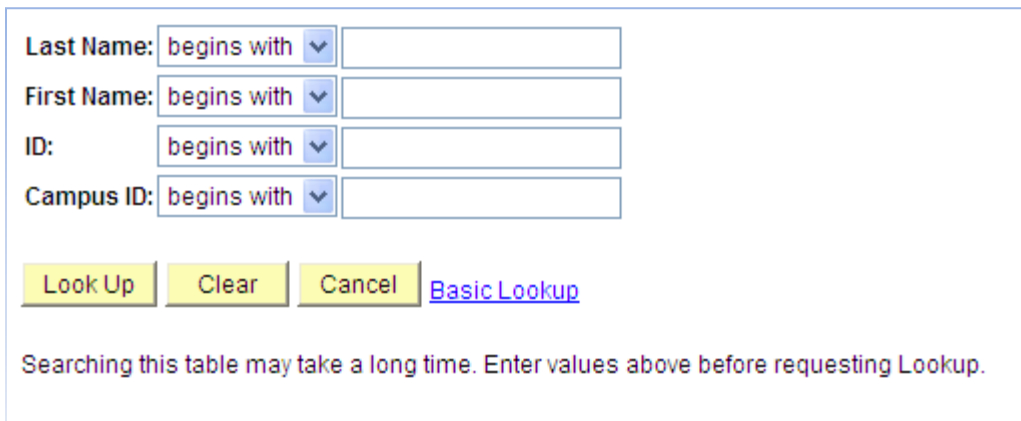
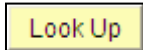
A screenshot of the Search Criteria page. It features four search criteria fields: "Last Name:", "First Name:", "ID:", and "Campus ID:". Each field has a dropdown menu set to "begins with" and an adjacent text input box. Below the fields are four buttons: "Look Up" (highlighted in yellow), "Clear" (highlighted in yellow), "Cancel" (highlighted in yellow), and "Basic Lookup" (a blue link). At the bottom, there is a warning message: "Searching this table may take a long time. Enter values above before requesting Lookup."

Figure 2 - Search Criteria page

6. Click the **Look Up** button.
- 
- Look Up**
7. Once your search results are returned, click on the individual's last name to see his or her Teaching Schedule.