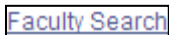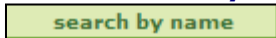**Using Faculty Search in the Faculty Cetner**

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

Figure 1 - Faculty Search page

2. Click the **Faculty Search** link.

3. Click the **Search by Name** button.

4. In the **Last Name** field, enter the last name of the faculty member for whom you're searching.

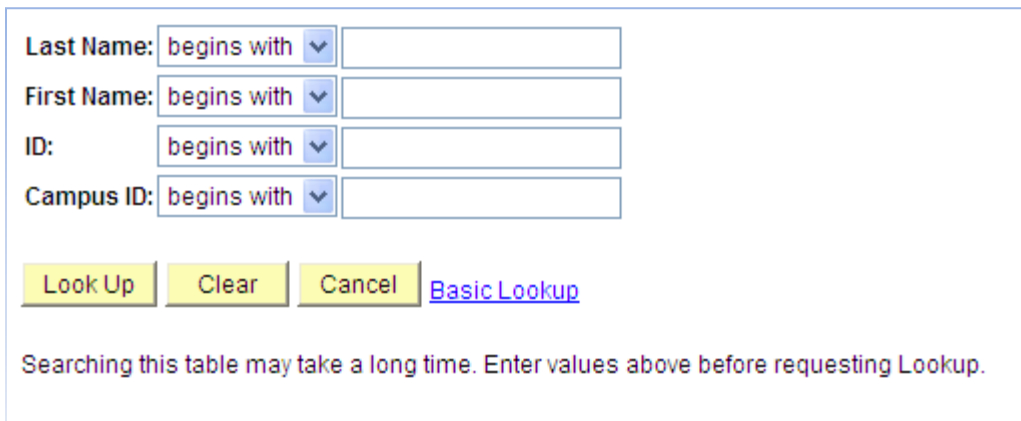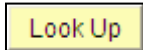5. In the **First Name** field, enter the faculty member's first name.

Figure 2 - Search Criteria page

6. Click the **Look Up** button.

7. Once your search results are returned, click on the individual's last name to see his or her Teaching Schedule.