

How to Print a Class Roster in WISER

To save a class roster to your computer, print the roster or email it, you can click the **Email this roster** button at the top of the roster. The system will email the class roster, as a PDF attachment, to your campus email address.

Log into WISER.

Navigate to the Class Roster

- Click on Curriculum Management
- Click on Class Roster
- Click on Class Roster again

Search for the Class Roster

- Enter the Term Code, Subject Area code and Catalog Number, or Class Number
- Click Search
- If a list of links to class sections appears at the bottom of the page, click the class section to display the roster.

Generate the Email

Click the yellow **Email this roster** button at the top right of the roster.
The following message will be displayed:



Click **OK**

Look for the Email

Look for a message from **saprd90@umassp.edu** in your campus email account.
Open the attachment containing the class roster in PDF format.