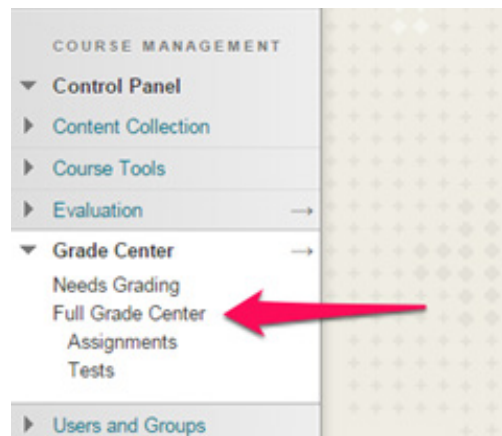


Finding Students Classified as “First Time in College” (FTIC)

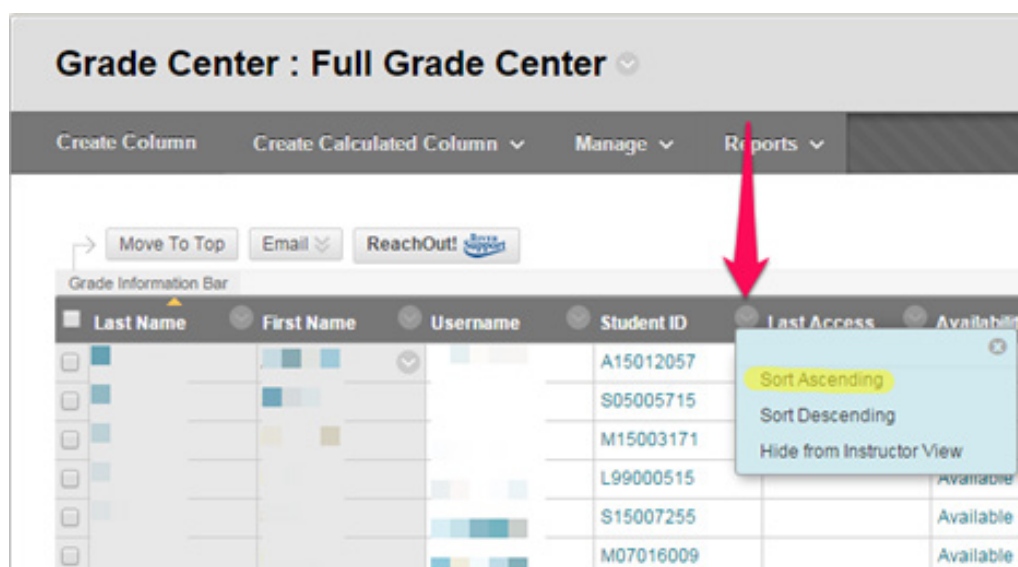
How to Find Students Classified as “First Time in College” (FTIC)

Use the steps below to find the students in your class classified as First Time in College (FTIC).

1. In Blackboard, open the main course page.
2. Go to the **Course Management Control Panel** on the bottom left hand side of the course page.
3. Click on **Grade Center** and select “**Full Grade Center.**”



4. Locate the column titled “**Student ID.**” It contains the student’s first initial and 8 digit Student ID.
5. Click on the chevron to the right of the column name. You will see several options to choose from.
6. Select “**Sort Ascending.**”



Finding Students Classified as “First Time in College” (FTIC)

How to Find Students Classified as “First Time in College” (FTIC)

7. FTIC students will be the first names listed. You will see parentheses and a dash in front of their student ID.

Grade Center : Full Grade Center

Create Column Create Calculated Column Manage Rep

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Grade Information Bar

Last Name	First Name	Username	Student ID
			(14)-L12002028
			(14)-T13002050
			(15)-A15005713
			(15)-K15000235
			(15)-K15002207
			(15)-K15004369
			(15)-M15004534
			A09011115

8. Some upper division students may also be classified as FTIC. You can find those students using the same steps. This is an example of what Upper Division FTIC students look like in the Full Grade Center.

Grade Center : Full Grade Center

Create Column Create Calculated Column Manage Rep

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Grade Information Bar

Last Name	First Name	Username	Student ID
			(33)-B99000663
			(34)-J97013247
			(34)-R14002489
			(34)-T14004022
			(35)-C08003816
			B10005536