

How to View Your Class Schedule in MySlice

1. Open the MySlice Web Portal (<https://myslice.ps.syr.edu>)
2. Login with your credentials (netID & password)
 - a. Forgot your password? Click on *“Forgot your Password?”* beneath the *“Sign In”* button.
3. Under the Main Menu of MySlice Services, locate the **“Student Services”** tab, look for **“Enrollment”** and then click on **“View my Class Schedule”**
4. Select the bubble next to **“Fall 2018 | Law”** and click **“Continue”**
5. Your course schedule will appear in a list; we recommend that you change display option at the top to **“Weekly Calendar View”**
6. Once the calendar appears, it helps visually to go to the bottom and select **“Show Class Title”** and **“Show Instructors.”** You may also want to de-select **“Saturday”** and **“Sunday”** followed by **“Refresh Calendar”**
7. You now have an easy & printable way to view your weekly schedule