

Instructor Assignments in SIS

SIS Instructor Role	Print Box: Checked			Print Box: NOT Checked		
	Carmen Role*	SEIs Generated?	Reported as an Instructor?	Carmen Role*	SEIs Generated?	Reported as an Instructor?
Primary Instructor	Instructor	Yes	Yes	Instructor	No	No
Secondary Instructor	Instructor	Yes	Yes	Instructor	No	No
TA	Assistant	Yes	Yes	Assistant	No	No
Lab Assistant	Assistant	Yes	Yes	Assistant	No	No
Guest Speaker	None	Yes	Yes	None	No	No
Grdr Y-SEI	Grader	Yes	Yes	Grader	No	No
Grdr N-SEI	Grader	No	Yes	Grader	No	No

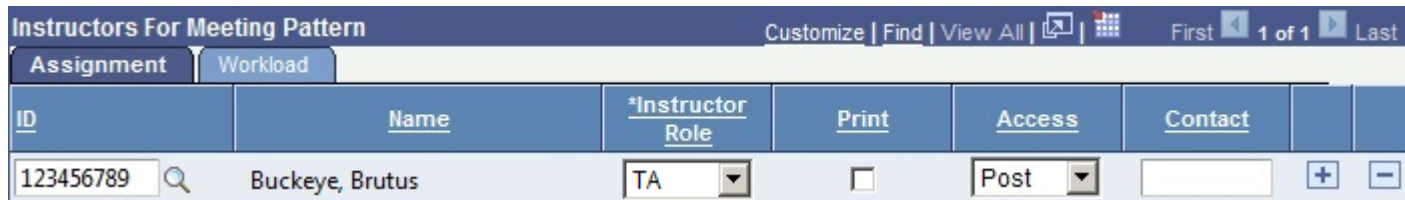
*Carmen Roles Explained: <https://resourcecenter.odee.osu.edu/carmencanvas/quick-guide-carmencanvas-roles>

Examples



ID	Name	*Instructor Role	Print	Access	Contact
123456789	Buckeye, Brutus	Prim Ins	<input checked="" type="checkbox"/>	Post	

In this example, Brutus Buckeye would receive the Carmen role of Instructor, SEIs, and would be reported as an instructor.



ID	Name	*Instructor Role	Print	Access	Contact
123456789	Buckeye, Brutus	TA	<input type="checkbox"/>	Post	

In this example, Brutus Buckeye would receive the Carmen role of Assistant, no SEIs, and would not be reported as an instructor.

****Not actually an instructor, but need to have access to something in either SIS or Carmen?***

I Need Access To...	The Role That You Need To Request Is...	Who To Contact To Receive This Access...
All Carmen sites for my department	Carmen Affiliate	carmen@osu.edu
Post grades for all classes offered by my department	Administrative Grader	registrar@osu.edu
View class rosters for all classes offered by my department	At least view access to the Schedule of Classes	gable.24@osu.edu