



# New Student Information System User Manual

User Account: College Dean  
Function: Standard Academic Load

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## A. System Overview

- From the Faculty Follow-up menu, the College Dean can select the screen “**Standard Academic Load**” to view the faculty Job Degrees standard academic load.

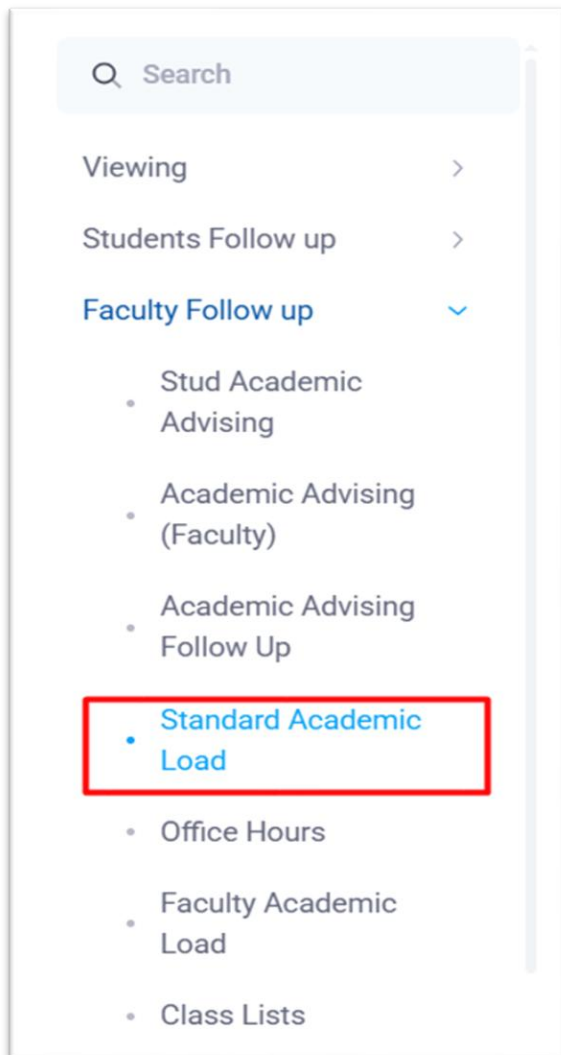


Figure 1-office hours

## B. Instructions

This screen allows the College Dean view the faculty Job Degrees standard academic load.

1. View the faculty Job Degrees standard academic load:

Home / Faculty Follow up / Standard Academic Load

University/College  
College of Business Administration

Search Reset

Search Result  
11 record

Job Degree	Hours per week
Professor	12
Associate Professor	12
LECTURER	15
SENIOR LECTURER	15
Instructor	15
SENIOR LECTURER	15

Figure 2- view the faculty Job Degrees standard academic load

