

WebFaculty Instructor System Reference Guide



Los Angeles Community
College District

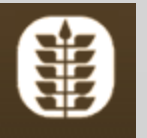




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Introduction

- This reference guide will walk you through the District Instructor System (WebFaculty)
- The reference guide includes general information regarding the system capabilities and functions
- For in-depth information and step-by-step instructions please refer to the LACCD On-Line Faculty Services document that can be found here: http://albacore.laccd.edu/inst_sys_ref/



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Where to Find the Link to the System?

- The link to the instructor system can be found from the District website or the college sites
- Look for the link in the Faculty and Staff Sections



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SC1: District Site

SC1:
Screen Shot for
the District page
that contains the
link to the
instructor system

FACULTY & STAFF RESOURCES
(Accessible from Any Computer)

Services

The links below provide information on a variety services, departments, and compliance requirements.

Service, Department, or Topic	
Academic Senate, District (DAS)	
Child Abuse Identification and Reporting (CANRA)	
Curriculum Information	
Discrimination	
Diversity Programs	
Email: Instructions for checking from any computer	
Employee Assistance Program (EAP)	
Employment Opportunities	
<ul style="list-style-type: none">• Academic Job Openings• Classified Job Openings• Faculty Internships: Project MATCH	
Faculty Internships: Project MATCH	
Faculty Services - Instructor System	
View your class roster	
Assign grades to students	
Exclude students from classes	
Funding Opportunities	



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Where to Go and Login

- The District homepage is: ➤ <http://www.laccd.edu>
- Select the tab near the top: ➤ **FACULTY AND STAFF RESOURCES**
- The next screen will show: ➤ **Resources Accessible From Any Computer**
- Scroll down and click on one of the following [\(Click Here for a screen shot: SC1\)](#)
- **Faculty Services – Instructor System**
 - View your class roster
 - Assign grades to students
 - Exclude students from classes

By Clicking any of the links you will be redirected to the instructor system login page [\(Click here for a screen shot: SC2\)](#)



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SC2: WebFaculty Login Page

SC2:
WebFaculty
Login Page

 **LACCD** **FACULTY**

[Help](#)

Instructor Login

User ID:

Password:

[WebFaculty 2.4 Features](#)

[Contact the Webmaster](#) [Forget Your Password?](#) This site works best with [IE 6 or 7](#) | [Firefox 2.0 or higher](#)

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Information Before You Login

- Access to the Instructor system requires a DEC User ID and password
- All instructors have accounts on this system.
- If you have questions or problems logging in, please contact your campus LAN Administrator by clicking on the [Forget Your Password?](#) link on the bottom of the Login page.
- **NOTE:** The system is available from **6:00AM to Midnight 7 days a week.**



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General Page Layout Information

- Instructor Login page:
 - For forgotten passwords, contact the campus LAN administrator. See link at bottom of page.
 - Browsers supported by this system are listed at the bottom of the screen.

[Contact the Webmaster](#)

[Forget Your Password?](#)

This site works best with [IE 6 or 7](#) | [Firefox 2.0 or higher](#)

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- All pages contain the following information and are setup with the following layout ([Click here for examples: SC3](#))
 - Links are underlined or displayed in blue
 - Buttons are displayed as gray boxes
 - Help link at top right corner provides link to more information about the page
 - “Bread Crumb” path at top left corner displays the path or steps to get to that page
 - Contact the Webmaster link at bottom left corner
 - Goto / Main Menu / Logout links are at the bottom of the page



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SC3: Layout Examples

Links Examples:

Button Examples:

Help Example:

Bread Crumb Example:

Contact the Web Master
Example:

Bottom quick link example:

[Main Menu](#)

[Download to Excel](#)

Mass Email

[Help](#)

[Main Menu](#) > [Alert Students Roster](#) > Alert Student

[Contact the Webmaster](#)

[Goto top](#) | [Main Menu](#) | [Logout](#)



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General Page Layout Information (Cont.)

Electronic Signature Instructions



- The electronic signature pin number is issued at beginning of the session when you are logged in.
- The pin is only valid for that particular session. If you logout or the session expires a new pin will be issued.
- The pin should be used for any transactions that are submitted within that session
- The transactions that will require a pin are the following:
 - Excluding Students (Mandatory and Supplemental)
 - Assigning Grades
 - Submitting Positive Attendance Hours
- The electronic signature will replace the wet signature requirement. With the implementation of the electronic signature, instructors are no longer required to print, sign and submit the rosters to Admissions and Records
- [Click here to view the electronic signature information after login](#)



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SC4: Electronic Signature

SC4:
Electronic
Signature

The screenshot shows the LACCD Faculty portal interface. At the top, there is a navigation bar with the LACCD logo, the word "FACULTY", and a welcome message for MARIAN E. WEISER. Below this is a "Year" and "Semester" dropdown menu. On the left side, there is a sidebar with menu items: View Roster, Assign Grades, Exclude Students, Alert Students, Record Positive Attendance, Download Menu, Change Password, and Logout. The main content area displays a table of courses with columns for Selection, Campus, Section, Room, and Time. A pop-up window is overlaid on the table, displaying the text: "Your Electronic Signature number is: 8896". Below this text is a "Continue" button. The footer of the page includes a "Contact the Systemmaster" link, a "Goto top | Main Menu | Logout" link, and a copyright notice for 2010 Las Angeles Community College District.

Selection	Campus	Section	Room	Time		
<input type="radio"/>	H		NEA 226	3:05hr-TBA		
<input type="radio"/>	H		NEA 226	8:00pm-10:05pm		
<input type="radio"/>	H		LRC 213	7:15pm-9:45pm		
<input type="radio"/>	P		INTERNET	10:30hr-TBA		
<input type="radio"/>	P		PAB 3527	10:30hr-TBA		
<input type="radio"/>	P	8401	ADM RJS 001	MTWH	BEH 1308	10:40am-1:10pm
<input type="radio"/>	P	8407	ANML SC 486		HORT4914	10:00hr-TBA
<input type="radio"/>	P	8604	A S T 036	MTWH	IT 3640	8:00am-12:25pm
<input type="radio"/>	P	88E2	OLD ADL 042	T	ART 2312	10:00am-1:00pm
<input type="radio"/>	P	8858	OLD ADL 052	TW F	CAMPCTR	9:35am-11:30am
<input type="radio"/>	P	8991	TUTOR 001		VLCEB401	23:50hr-TBA



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Session Expired Information

- The District system will end your session and log you off if no action has taken place for a while. You can log back on by pressing the **Faculty Information System** button near the bottom of the Session Expired screen.
- **IMPORTANT:** Session Length
Please note that **merely pressing keys or moving the mouse does NOT register as interaction with the information system.** Even if you have input numbers, grades, or checked boxes, you will get a warning near the 20 minute point when the session is about to end. Click the “RESTORE” button within the time allotted to extend your time for another 20 minutes; otherwise, the session will end and data will not be saved.
- Inactivity is defined as having no transactions submitted.



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Main Menu Options

Select a course and then click one of the options

My Summer 2010 Schedule of Classes						
Selection	Campus	Section	Class Name	Days	Room	Time
<input type="radio"/>	H	4907	ANTHRO 121		NEA 226	3:05hr-TBA
<input type="radio"/>	H	4910	ANTHRO 121	T	NEA 226	8:00pm-10:05pm
<input type="radio"/>	P	8022	DEV COM 001	MTWH	LRC 215	7:15pm-9:45pm
<input type="radio"/>	P	1328	ECON 002		INTERNET	10:30hr-TBA
<input type="radio"/>	P	5412	THEATER 291		PAB 3527	10:30hr-TBA
<input type="radio"/>	P	8401	ADM JUS 001	MTWH	BEH 1308	10:40am-1:10pm
<input type="radio"/>	P	8407	ANML SC 480		HORT4914	16:00hr-TBA
<input type="radio"/>	P	8604	A S T 038	MTWH	IT 3640	8:00am-12:25pm
<input type="radio"/>	P	8852	OLD ADL 042	T	ART 3312	10:00am-1:00pm
<input type="radio"/>	P	8858	OLD ADL 052	TW F	CAMPCTR	9:30am-11:30am
<input type="radio"/>	P	8991	TUTOR 001		VLGE8401	23:50hr-TBA



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View Roster Page

- On the view roster page you can view the following:
 - Current Active Students for the section
 - Inactive and Standby Students by clicking the corresponding link at the bottom of the roster
- Print the roster by clicking on the print button
- Download the roster into excel by clicking on the Download to excel link at the bottom left of the roster
- You can send an email to the entire class by clicking the Mass Email Button
- Emails can be sent directly to an individual student by clicking on the letter icon next to the student's name
- By clicking the student id link you will be able to see the student contact information that is in the DEC
- You can also see a count of the number of active and audit students in the section.
- [Click Here to view a sample View Roster Page](#)




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SC5: View Roster Page

SC5:
View Roster
Page


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FACULTY

[Main Menu](#) > View Roster [Help](#)

Class Roster

College	Semester	Course	Section	Instructor	Count
Harbor	Summer 2010	ANTHRO 121	4910	MS WEISER	1

[Hide Details](#)
[Mass Email](#)
[Print](#)

#	Grade	I.D.G.	P.A. Hours	ID No	Student Name	Status
1				986631177	ZBTEST5, ZBTEST5	Active

[Download to Excel](#)
Active: 1
Audit: 0
Inactive: 2
Standby: 0

[Contact the Webmaster](#) [Goto top](#) | [Main Menu](#) | [Logout](#)

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Excluding Students

- Instructors are able to exclude students through the online instructor system
- The first available exclusion roster is the Mandatory Exclusion roster
 - Title 5 mandates the exclusion of census class. If you use the on-line exclusion process, please do so by the date required
- After the Mandatory Exclusion roster is submitted, the next available exclusion roster will be the Supplemental Exclusion Roster
- Instructors will not be able to see the Supplemental Exclusion Roster until they submit the Mandatory Exclusion roster
- With the Supplemental Exclusion Roster faculty may also exclude students at other times through the last date to drop with a “W”.
- When submitting the Exclusion rosters the electronic signature will be required.



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Mandatory Exclusions

- This is a required form and lists all students active through census. The census day for the section is at the top right of the page.
- For each student:
 - Check “no show” if the student never attended.
 - Check “not active” if the student was not active as of census date.
 - Leave blank if student was active at census, even if student dropped later. These are the students that will be counted for apportionment funding.
 - If no student to exclude, click the button at the top or bottom of the list.
- After Clicking submit the confirmation page shows the action pending for each student.
- Click Revise Exclusions to make changes or click Process these Exclusions to continue
- Input electronic signature number and click **Submit**
- Mandatory Exclusion Confirmation page now displays SUCCESSFUL status.
- [Click Here to view a sample Mandatory Exclusions Roster](#)



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SC6: Mandatory Exclusion Roster

SC6:
Mandatory
Exclusion Roster

FACULTY

[Main Menu](#) > Exclusion Roster [Help](#)

Mandatory Exclusion Roster

College	Semester	Course	Section	Instructor	Start-End
Pierce	Summer 2010	ENGLISH 021	1334	M S WEISER	7/6/2010 8/25/2010

NOTE:
To exclude a student who is a **"no show"**, click the appropriate button.
To exclude a student who has attended but is **not active as of census day**, click the appropriate button.

Census Date: 8/1/2010
No Penalty Drop: 7/15/2010
Last Day to Drop: 8/24/2010
Student Count: 43

#	Student ID	Student Name	No Show	Not Active as of Census	Drop Date/Exclusion Date	Status
1	887492214	ACOSTA, DAISY A	<input type="radio"/>	<input type="radio"/>		Active
2	886443274	ALICON SERRANO, CARINA	<input type="radio"/>	<input type="radio"/>		Active
3	882526254	ALLRED, ERIN M	<input type="radio"/>	<input type="radio"/>	7/5/2010	Excluded
4	886793063	ARISMELENDEZ, NICOLETTE M	<input type="radio"/>	<input type="radio"/>	7/5/2010	Excluded
5	886879226	BAROOTY, HANEY	<input type="radio"/>	<input type="radio"/>		Active
6	888982804	BEHLING, TYLER J	<input type="radio"/>	<input type="radio"/>		Active
7	881035788	BENITEZ, KEVIN	<input type="radio"/>	<input type="radio"/>		Active
8	882006312	COCOLOTTA, CODY J	<input type="radio"/>	<input type="radio"/>	7/5/2010	Excluded
9	886727156	DAMAS, JESSE A	<input type="radio"/>	<input type="radio"/>		Active
10	881877006	DE AVILA, AUSTIN E	<input type="radio"/>	<input type="radio"/>		Active
11	889511737	DODDS, ZAKIYA S	<input type="radio"/>	<input type="radio"/>	7/5/2010	Excluded
12	884458684	FEGHALI, CAROLYN A	<input type="radio"/>	<input type="radio"/>		Active
13	887005369	FIGUEROA, DENNIS A	<input type="radio"/>	<input type="radio"/>		Active



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Supplemental Exclusions

- This page is available for excluding students after the Mandatory process has been completed.
- The **Exclusion** page displays your section information then alphabetically lists students and current status.
- You may exclude students through the last date to drop with a “W” for your class.
- Enter the appropriate **date of exclusion** for those to be excluded. Until the “No Penalty Drop Date” (the last day to drop without a grade of “W”) for your class, you may backdate exclusions. After that date, however, the system will automatically default to the current date for all exclusions.
- Click the Submit button
- Supplemental Exclusion Confirmation page is displayed.
- Click Cancel button to go back to prior page.
- Click Process these Exclusions button to continue
- Input electronic signature number and click **Submit**
- Supplemental Exclusion Confirmation page now displays SUCCESSFUL status.
- [Click Here to view a Supplemental Exclusion Roster](#)



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SC7: Supplemental Exclusion Roster



SC7:
Supplemental
Exclusion Roster

College		Semester		Course		Section		Instructor		Start-End	
East		Summer 2010		PHYS ED 228		2081		M S WEISER		7/6/2010 8/25/2010	
<p>NOTE: Exclusions submitted through the No Penalty Drop Date may be backdated. After that date, all exclusions will be effective as of the date they are entered. No exclusions are possible after the Last Date to Drop.</p>										<p>Census Date: N/A No Penalty Drop: 7/15/2010 Last Day to Drop: 8/24/2010 Student Count: 386</p>	
#	Exclusion Date (mm/dd/yyyy)	Student ID	Student Name	Message	Status						
1	7/27/2010	888733978	ABARCA GALO, ERIKA		Excluded						
2	<input type="text"/>	889444410	AGAJANIAN, MELISSA K		Active						
3	<input type="text"/>	883263521	AGREDANO, CHRISTINA		Active						
4	<input type="text"/>	887063766	AGUILAR, NAVID O		Active						
5	<input type="text"/>	888650959	ALMARAZ, JOE		Active						
6	<input type="text"/>	889273017	ALVAREZ, MARTIN		Active						
7	<input type="text"/>	881505340	ALVIZO, JONATHAN D		Active						
8	<input type="text"/>	886858015	ANDRADE, ALEJANDRA		Active						
9	7/5/2010	881991683	ANGEL, MICHELLE		Dropped						
10	<input type="text"/>	882046260	ANGUIANO, ELIZABETH		Active						
11	<input type="text"/>	889322249	ARCINIEGA, EDGAR		Active						
12	<input type="text"/>	885199958	ARECHIGA, JOSE B		Active						
13	<input type="text"/>	882145389	ARREDONDO, WENDY M		Active						
14	<input type="text"/>	881230544	ARTEAGA, FAITH E		Active						
15	7/15/2010	887639373	AVELAR, MARIA L		Dropped						
16	7/8/2010	888407957	AYALA, CAROLINA		Dropped						
17	7/15/2010	888852283	AYALA, MARIA C		Dropped						
18	7/8/2010	880046325	AYALA, STEVEN B		Dropped						
19	<input type="text"/>	886648855	BALDELOMAR, JESSICA		Active						



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Assign Grades

- Instructors can submit grades for their sections online using the Assign Grades option through the instructor system
- The **Assign Grades** page is displayed listing all students with status
- Inactive students have grade box shaded to prevent input.
- For your convenience and security, this page has an extra display on the upper right that shows the timeout timer.
- Instructors can have up to 20 minutes of inactivity before the system times out
- Inactivity in the system is defined as having no transactions submitted
- The system will allow instructors to submit partial graded rosters. Instructors can submit grades for some students and comeback and submit the rest
- Grades that have been submitted will not be available to be changed
- The Assign Grades option can be used for regular graded sections and sections that are graded positive attendance



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Graded Sections

- **Input grade** in the grade box (**G**) for each student.
- Input Allowed: see header for acceptable values for this class
- A grade of “I” for Incomplete requires an Incomplete Default Grade (IDG).
- Click **Continue** button at the bottom of the list. Invalid entries will be outlined in red and trigger an error message.
- If all the entries are valid you will be asked to enter your electronic signature page
- Once you submit with your electronic signature the transaction will be recorded
- **Confirmation page** displays student and grades to be submitted for this session. The number of students is listed below the list.
- **Note:** Blank grade boxes can be completed and submitted at a later time.
- However, grades cannot be changed on-line after submission. When necessary, use Grade Change cards submitted to Admissions and Records Office to submit changes after successful on-line grade submission.
- **Grades are due within eight working days of the end of a section.**
- The Assign Grades function is available two weeks prior to the end of a section
- [Click here to view a sample grade roster](#)




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SC8: Graded Section



SC8:
Graded Section

 **LACCD** **FACULTY**

[Main Menu](#) > Assign Grades Timeout in 14:49 min [Help](#)

Assign Grades

Campus	Semester	Course	Section	Instructor	Start-End
Harbor	Summer 2010	ANTHRO 121	4910	M S WEISER	7/6/2010 8/16/2010

NOTES: Only Active students are allowed to be graded.

Class Type: Regular Course **No Penalty Drop:** 7/20/2010
Total Count: 3 **Last Day to Drop:** 8/13/2010
Input Allowed: A-D,F,I values only

#	Grade	I.D.G.	Student ID	Student Name	Status	Drop Date
1	<input type="text"/>	<input type="text"/>	886780961	GARY, MARCIA	Excluded	7/12/2010
2	<input type="text"/>	<input type="text"/>	883244718	MAYORGA, RACHEL L	Excluded	8/3/2010
3	<input type="text"/>	<input type="text"/>	886631177	ZBTEST5, ZBTEST5	Active	

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Graded Positive Attendance Sections

- Some graded sections also require Positive Attendance hours. The system will automatically provide the page that is appropriate for the section.
- **Input grade** in the grade box (**G**) for each student.
- See the header listing called Input Allowed: for acceptable values for this class
- A grade of “I” for Incomplete requires an Incomplete Default Grade (IDG).
- Only active students can be assigned grades. Grade boxes for inactive students will be grey and not allow input.
- **Input** in the **PosAtt Hr** box the total number of **hours** each student participated. Hours may be submitted for both active and inactive students.
- Do not use the MaxHr box without proof that the student actually participated all hours.
- Max Term Hours: for the section is listed on the right side of the page header.
- If all the entries are valid you will be asked to enter your electronic signature page
- Click **Continue** button at the bottom of the list. Invalid entries will be outlined in red and trigger an error message.
- **Confirmation page** displays student and grades to be submitted for this session. The number of students is listed below the list.
- [Click Here to view a sample Graded Positive Attendance Roster](#)




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SC9: Graded Positive Attendance Section

SC9:
Graded Positive
Attendance
Section Roster



FACULTY

[Main Menu](#) > Positive Attendance
Timeout in 19:52 min [Help](#)

Positive Attendance

College Pierce	Semester Summer 2010	Course TUTOR 001 T	Section 8991	Instructor M S WEISER	Count 1
Class Begins 7/6/2010	Class Ends 8/7/2010	Units 0	Weekly Hours 72	Weeks 5	Max Term Hours 360

NOTE: By law, you are required to retain proof of documentation of these hours.

#	Student ID	Student Name	Drop Date	Hours of Attendance	MAX Hours	Hours Entered
1	887660821	ACOSTA, GREGORIO J		<input type="text"/>	<input type="checkbox"/>	0.00

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Recording Positive Attendance

- Some sections require only Positive Attendance hours and no grades. The system will automatically provide the page that is appropriate for the section.
- **Input** in the **PosAtt Hr** box the total number of **hours** each student participated. Hours may be submitted for both active and inactive students.
- Do not use the MaxHr box without proof that the student actually participated all hours.
- Max Term Hours: for the section is listed on the right side of the page header.
- Click **Continue** button at the bottom of the list. Invalid entries will be outlined in red and trigger an error message.
- **Confirmation page** displays student and hours to be submitted for this session. The number of students is listed below the list.
- Click Back button to make changes or Click **Submit** button to continue
- Submit Processed page is displayed.
- Positive attendance hours can be updated through the online system
- [Click Here to view a sample Positive Attendance Roster](#)



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SC10: Positive Attendance Roster

SC10:
Positive
Attendance
Roster

College		Semester		Course		Section		Instructor		Count	
Pierce		Summer 2010		OLD ADL 052 CE		8858		M S Weiser		70	
Class Begins		Class Ends		Units		Weekly Hours		Weeks		Max Term Hours	
7/6/2010		8/7/2010		0		7.2		5		36	

NOTE: By law, you are required to retain proof of documentation of these hours.

#	Student ID	Student Name	Drop Date	Hours of Attendance	MAX Hours	Hours Entered
1	881701276	ANTIKADJIAN, SARA		<input type="text"/>	<input type="checkbox"/>	10.00
2	883909085	ANTONIADES, ANITA F		<input type="text"/>	<input type="checkbox"/>	36.00
3	889370975	BARRON, SHIRLEY A		<input type="text"/>	<input type="checkbox"/>	36.00
4	881159284	BIANCO, LOUISE G		<input type="text"/>	<input type="checkbox"/>	6.00
5	886930284	BINDERMAN, MYRNA		<input type="text"/>	<input type="checkbox"/>	36.00
6	889432507	BREITENBUCHER, ANN		<input type="text"/>	<input type="checkbox"/>	36.00
7	889971649	BRIDGE, DIANA L		<input type="text"/>	<input type="checkbox"/>	36.00
8	886241688	COHEN, AUDREY		<input type="text"/>	<input type="checkbox"/>	17.00
9	880217097	COHEN, ESTHER		<input type="text"/>	<input type="checkbox"/>	15.00
10	882855438	DACHER, GINETTE		<input type="text"/>	<input type="checkbox"/>	36.00
11	881505608	DAMROW, LOIS J		<input type="text"/>	<input type="checkbox"/>	25.00
12	882661448	DAMROW, ROD		<input type="text"/>	<input type="checkbox"/>	16.00
13	887181440	DIAMOND, ANNETTE L		<input type="text"/>	<input type="checkbox"/>	36.00
14	883114147	DUBAN, FELIPE		<input type="text"/>	<input type="checkbox"/>	36.00
15	000455676	DUBAN, TEDECITA V		<input type="text"/>	<input type="checkbox"/>	4.00



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Student Alert System

- The Student Alert system is available through the WebFaculty Instructor system
- This process allows instructors to submit alerts of various types for students. The alerts can be section related or any alerts that might provide information to the different services that are offered by the college
- The data will be available for the service departments to use and will allow them to reach out to students and offer them services that they may benefit from, based on the instructors observation.
- Instructors also have the option of not communicating the alerts to the students by utilizing the referred service option
- This option will record the information regarding an alert on a student and have it available in the database for the individuals designated to handle the data for the alerts.



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SC11: Alert Student Roster

SC11:
Alert Student
Roster



LACCD

FACULTY

[Main Menu](#) > Alert Students Roster

[Help](#)

Alert Students Roster

College Harbor	Semester Summer 2010	Course ANTHRO 121	Section 4907	Instructor MS WEISER	Start-End 7/6/2010 8/22/2010	Student Count 62
#	Student ID	Student Name	Status	Inactive Date	Alert Student	Alert History
1	885557630	AGBALENYO, ROSY M	Active		<input type="radio"/>	
2	881012686	ALBANESE, PHIA M	Active		<input type="radio"/>	
3	881060589	ARZATE, ELENITZA	Active		<input type="radio"/>	
4	885617458	AYALA, FALLON L	Active		<input type="radio"/>	
5	884234826	BAPTISTE, ZEALAN M	Dropped	7/14/10	<input type="radio"/>	
6	884782832	BLAIR, BRITNI S	Active		<input type="radio"/>	
7	888441613	BRUECK, HEIDI M	Active		<input type="radio"/>	
8	888834693	BUTLER, TANYA	Active		<input type="radio"/>	
9	886903106	CAUDELL, CHRISTINA	Active		<input type="radio"/>	
10	884892811	CAZARES, ALBERTO	Dropped	7/09/10	<input type="radio"/>	
11	884513711	CERVANTES, ADRIAN	Active		<input type="radio"/>	
12	881761944	CHAVARRIA HERNANDEZ,	Active		<input type="radio"/>	
13	883653562	CORTEZ, JOSE R	Active		<input type="radio"/>	
14	883035466	CUREN, CATHI A	Active		<input type="radio"/>	
15	886615257	DURAN, ALEJANDRO	Active		<input type="radio"/>	
16	884837242	EDWARDS, VICENSON D	Active		<input type="radio"/>	
17	882463058	ELK, ROXANNE M	Active		<input type="radio"/>	
18	881818127	ESPINOZA, LORENA	Active		<input type="radio"/>	
19	888678344	FERNANDEZ, ROSELYNN	Active		<input type="radio"/>	
20	887771310	FREIBURGHOUSE, TIMOT	Active		<input type="radio"/>	
21	881150319	GAY, RANDY S	Active		<input type="radio"/>	



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