

How To Print Off A Course Org Roster

- Log into Access Control
- Click on the ADSAC Online icon
- Hover over the Assessor/Facilitator tab in top left corner
- Click on ADSAC Course
- Enter in information to search for the particular dates and your particular school.
- Locate the rosters you are wanting to print
- Click on the ADSAC Completion Roster tab
- The click on generate
- Then click on the blue floppy disc at the top and select PDF
- Then press open at the bottom of the page
- Then select the print button
- Then press print and you roster is printed