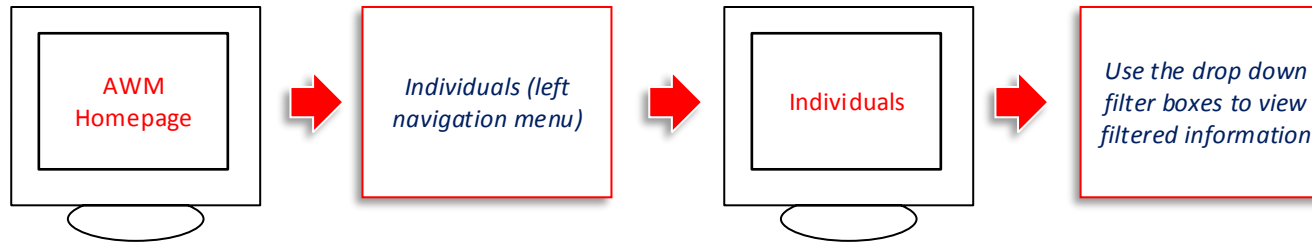




## View a Summary of all Workloads (in hours) in a School

Navigate to appropriate screen



### Key Factors to Know

- Use this screen to view all workloads in your School in terms of hours allocated.
- The filter boxes (ie, All Disciplines, All Sessional/Non Sessionals, Year) allow you to define what you want to look at if there is too much information on the screen.