Accessing PeopleSoft Faculty Center
Log in to MyU.umn.edu with your Internet ID and password.

Click on the Teaching tab. From here, you will see your classes listed.

To get to the Faculty Center, click on the Class List.

Send an email to all students
Click the Notify All Students button.

Send an email to a single student or selection of students
Check the box in the Notify column next to their name(s) and click the Notify Selected Students button.