



## **grade\_reporting\_utility\_clear\_by**



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Select the group by which you want to clear data.

Additional fields are displayed according to your selection.

<b>Semester</b>	This field is displayed for all <b>Clear by</b> groups. Select the semester for which to clear data.
<b>Cycle</b>	This field is displayed for all <b>Clear by</b> groups. Select the cycle for which to clear data.
<b>Grd Level</b>	This field is only displayed if you select to <b>Clear by Grade Level</b> . Select the grade level for which to clear data.
<b>Student ID</b>	This field is only displayed if you select to <b>Clear by Student</b> . Type the student ID, and then click <b>Retrieve</b> .  If you do not know the student ID, click <b>Directory</b> to select a student from the <a href="#">directory</a> .  The student's name is displayed.
<b>Course</b>	This field is only displayed if you select to <b>Clear by Course</b> . Type or click  to <a href="#">select the course</a> .
<b>Section</b>	This field is only displayed if you select to <b>Clear by Course</b> and is not enabled until a course is selected. Select the section for which to clear data.



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