

scheduling_group_course_change_method

Table of Contents

Move Students from one Course to another Course	This option moves students from the **From** course-section-semester to the **To** course-section-semester if they also meet the criteria specified under **Students**.
	From: Click ⋮ to select the course in which the students are currently enrolled. In the next field, select the section in which the students are currently enrolled. Only sections for the selected course are listed. In the third field, select the semester code in which the students are currently enrolled.
	To: Click ⋮ to select the new course. In the next field, select the section in which to move the students. Only sections for the selected course are listed. In the third field, select the semester code in which to move the students.
Add Course for Students enrolled in a Specific Course	This option adds the **Add** course-section-semester for students enrolled in the **If** course-section-semester if they also meet the criteria specified under **Students**.
	If: Click ⋮ to select the course in which the students are currently enrolled. In the next field, select the section in which the students are currently enrolled. Only sections for the selected course are listed. In the third field, select the semester code in which the students are currently enrolled.
	Add: Click ⋮ to select the course to be added. In the next field, select the section to be added. Only sections for the selected course are listed. For a proxy course, the field is blank. In the third field, select the semester code in which to add the course.
Drop Students from a Specific Course	This option drops the **Drop** course-section-semester for students who are enrolled in that class and meet the criteria specified under **Students**.
	Drop: Click ⋮ to select the course to be dropped. In the next field, select the section to be dropped. Only sections for the selected course are listed. In the third field, select the code for the semester to be dropped.
Add Students to a Specific Course	This option adds the **Add** course-section-semester for students who meet the criteria specified under **Students**.
	Add: Click ⋮ to select the course to be added. In the next field, select the section to be added. Only sections for the selected course are listed. For a proxy course, the field is blank. In the third field, select the semester code in which to add the course.


ASCENDER
ELEVATING TECHNOLOGY SOLUTIONS
ASCENDER GUIDES
ASCENDER
ELEVATING TECHNOLOGY SOLUTIONS

Back Cover