



# **scheduling\_instructor\_courses**






# Table of Contents



Set up courses that can be assigned to the instructor:

**IMPORTANT:** Enter all courses the instructor will be teaching, even if is already created at the section level.

Click **+Add** under **Courses**. A blank row is displayed in the **Courses** grid.

<b>Course</b>	Click  to <a href="#">select the course</a> . The course title is displayed in the <b>Title</b> field.
<b>Max Sections</b>	Type the maximum number of sections that can be assigned to the instructor per semester.
	<p><a href="#">Remove a course assigned to the instructor</a>.</p> <ol style="list-style-type: none"> <li>1. Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You can select multiple rows to be deleted at the same time.</li> <li>2. Click <b>Save</b>. You are prompted to confirm that you want to delete the row. Click <b>Yes</b> to continue. Otherwise, click <b>No</b>.</li> </ol> <p>You can save edits and delete records in the same step (i.e., the changes are all committed when the record is saved).</p>



## Back Cover