

Parameters NYR

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Grade Reporting > Maintenance > Tables > Campus Control Options > Parameters NYR

This tab allows you to set up next year semesters and cycles. The data is moved to the current year during the Move to Grade Reporting process.

The next year parameters must be entered before running Move to Grade Reporting. After Move to Grade Reporting is run successfully, the data is deleted from this tab.

Update data:

Nbr of Reporting Semesters	Select the number of semesters the campus will use next year for grade reporting. The number cannot exceed the district maximum (i.e., **Reporting Semesters** on Grade Reporting > Maintenance > Tables > District Control Table). **IMPORTANT:** All tracks at the same campus must have the same number of reporting semesters.
Nbr of Cycles per Semester	Select the number of grade reporting cycles per semester: • For a four-semester campus, select *1*. • For a two-semester/nine-week campus, select *2*. • For a two-semester/six-week campus, select *3*. **IMPORTANT:** All tracks at the same campus must have the same number of cycles per semester.

Track End Dates	**Track**	Select an attendance track to set up.
	Semester # Cycle #	In the **Cycle #** fields for each **Semester**, type the end dates for each grading cycle in the MMDDYYYY format. Edits: Two-semester, two-cycle campus: • End date for semester 1-cycle 2 must match the last membership day in semester 1 in the attendance calendar for that track. • End date for semester 2-cycle 2 must match the last day of school for that track. Two-semester, three-cycle campus: • End date for semester 1-cycle 3 must match the last membership day in semester 1 in the attendance calendar for that track. • End date for semester 2-cycle 3 must match the last day of school for that track. Four-semester, one-cycle campus: • End date for semester 2-cycle 1 must match the last membership day in semester 1 in the attendance calendar for that track. • End date for semester 4-cycle 1 must match the last day of school for that track. **IMPORTANT:** The semester and cycle must match the **Grading Cycle Type** field on Attendance > Maintenance > Campus > Next Year Campus Options.

❑ Click **Save**.

❑ If you have more than one track for next year, select the next track and enter the cycle end dates.


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