SGR2500 - Schedule of Classes (Grd Rpting)

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This report lists the courses taught in each period for each instructor in a grid. The report is for the current year only.

Up to 18 periods are printed, based on the **Beginning Period** and **Ending Period** on Maintenance > Tables > Campus Control Options > Parameters. If a campus has more than 18 periods, only the first 18 periods are printed. To obtain data for specific periods, print the report for one campus.

Run the report:

Parameter	Description
Campus ID (Blank for All)	Type the three-digit campus ID, or click ⋮ to select the campus. Leave blank to select all campuses in the district. **NOTE:** If you select to create the report for all campuses, any campuses excluded from district reporting (i.e., campuses that have the **Exclude from District Reporting** field selected on Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info) are not included in the report. However, you can generate the report for an individual excluded campus by entering the campus ID.
Semester (1, 2, 3, 4, Blank for All)	Type the one-digit semester. Valid semesters are 1 and 2. For a four-semester campus, valid semesters are 1, 2, 3, and 4. Leave blank to select all semesters.
Print Staff ID (Y, N)	Y - Print the staff ID. If employee number are used at the campus, the six-digit employee number is printed. If social security numbers are used, the staff ID is masked (e.g., XXXXX1234) N - Do not print the staff ID.
Sort Order (A=Instructor Name, B=Control Nbr)	A - Sort by instructor name. B - Sort by instructor ID.
Include Withdrawn Sections (Y, N)	Y - Include withdrawn (i.e., inactive) instructors. A number sign (#) is displayed next to the class role for the withdrawn section. N - Only include active instructors.

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