District Control

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Scheduling > Maintenance > Master Schedule > District > District Control

This tab allows you to maintain scheduling options for the district. You can also change the course number length for the district.

Update settings:

District demographic data is displayed as entered on Registration > Maintenance > District Profile > District Information > District Maintenance > Demographic Info.

Field	Description
School Year	The next school year is displayed. The field is populated during Annual Student Data Rollover (ASDR) and cannot be changed.
Maximum Scheduling Semesters Allowed	Select the maximum number of semesters for scheduling. Examples: • If all the campuses in the district will use two-semester scheduling, select 2. • If all campuses in the district will use two-semester scheduling, except the high school will use four-semester scheduling, select 4.
Maximum Course Number Length	The current maximum course number length is displayed.

The following fields are used when increasing the course number length:

New Course Number Length	Select the new maximum course number length to use for scheduling.
Zero Pad Left or Right	Indicate if zeros will be added to the current course numbers on the left or right when the course length is increased (e.g., 1001 becomes either 001001 or 100100). If you have already changed the course number length, L or R is displayed and cannot be changed.

If course numbers have already been changed, the message “New Courses Committed” is displayed.

Click **Save**. If you entered a number in the **New Course Number Length** field:

- A message is displayed prompting you to overwrite the current table. Any changes you made will be lost.
- The **Commit Crs Changes** button is displayed, and a crosswalk table is created.
    - On Maintenance > Master Schedule > District > Courses, the **New Course Number** column is displayed next to the **Course Number** column.
    - On Maintenance > Master Schedule > Campus > Proxies, the **New Proxy** column is displayed next to the **Proxy** column.

If you do not want to change any of your course numbers on either of these two tabs, you can commit

your changes immediately.

Otherwise, make all necessary changes on the two tabs.

When you add a new course or proxy, the program will pad the numbers to meet the new length if you enter fewer alphanumeric characters.

Once you have made all necessary changes, click the **Commit Crs Changes** button.

- The **Undo Course Changes** button and the **Committed by** and **Date** fields are displayed and provide the user's name who made the change, the user's login name, and date and time the changes were committed.
- If you make any changes after committing the course number length changes, then decide to revert to the previous course length, all those changes are lost.

Note:

- If you add a new course in Scheduling after you commit your course number length changes and then add that course to a graduation plan, you cannot undo the course number length changes.
- You cannot undo course number length changes while courses are being requested (i.e., when txMyZone is open). You must close txMyZone to undo the course number length changes.
- If you have added a course to a graduation plan, you cannot undo course changes unless you remove the course from the graduation plan. A message is displayed listing all courses added to graduation plans.
- The new maximum course length number will roll over to the current year during Move To Grade Reporting.

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