



## Course/Instructor



# Table of Contents

**Course/Instructor** ..... 1



# Course/Instructor

**Scheduling > Maintenance > Master Schedule Generator > Resource Allocator > Crs/Instr**

This tab allows you to view and print the Courses Assigned to Teachers report and the Teachers with Fixed Courses report. The reports display information entered in the **Courses** section of the Resource Allocator Instructors tab.

## View report:

| Field          | Description  |  |
|----------------|--|--|
| Sort Report By | Course   | Select to sort by course number then by instructor ID. |
|                | Instructor   | Select to sort by instructor ID then by course.        |
| Course         | Select a course, or select <i>All</i> to produce the report for all courses.         |  |
| Instructor     | Select a instructor, or select <i>All</i> to produce the report for all instructors. |  |

Click **Retrieve Report**. [Review, save, or print the report.](#)



## Back Cover