

Students With Pre-assigned (Trial Scheduling Load)

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This tab allows you to produce the Students With Cleared Preassigned Course Sections (or Semesters) report or the Students With Preassigned Course Sections (or Semesters) report.

- The Students With Cleared Preassigned Course Sections (or Semesters) report is generated if **Reschedule Student's Preassigned Sec/Sem** is selected on the Schedule Load tab. The report lists students whose preassigned courses were cleared.
- The Students With Preassigned Course Sections (or Semesters) report is generated if **Reschedule Student's Preassigned Sec/Sem** is *not* selected on the Schedule Load tab. The report lists students with preassigned courses.

The reports are generated after a trial run. For the scheduling load function, print the report before accepting the load.

View report:

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Field	Description
Grades	Select a grade level, or select *All* to include all grade levels.
Student ID	Type the student ID. Leading zeros are not required. Or, click **Directory** to select one or more students from the directory. Leave blank to include all students.
Include Pre-assigned Sem	Select to display the report with semester information. • If selected, the directory displays the students in the selected grade level, and only students who had either a course-section or semester assigned on their schedule are listed. • If *not* selected, the directory displays students in the selected grade level, and only students who had a course-section assigned on their schedule are listed.

Click **Retrieve Report**. Review, save, or print the report.


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