

group_courses_body

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group_courses_body i

☐ Specify the semester:

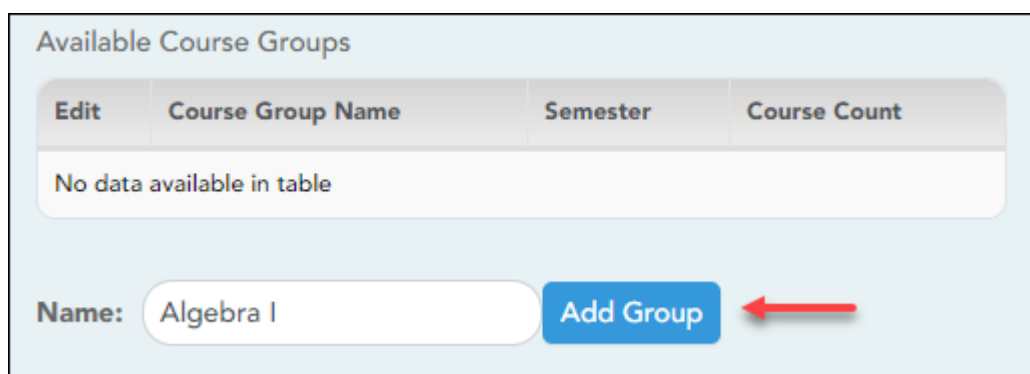
Semester The current semester is displayed by default. You can select another semester.

☐ Click **Retrieve**.

☐ Under **Available Course Groups** (left grid):

Existing groups are listed. Otherwise, the message “No data available in table” is displayed.

Add a group:



Available Course Groups


Edit	Course Group Name	Semester	Course Count
No data available in table			

Name:

Name To add a group, type a unique name for the group.

☐ Click **Add Group**.


The new group name is displayed under **Available Course Groups** (left grid).

☐ Click  to add courses to the group.

Semester: 1 Retrieve

Course Grouping

Available Course Groups

Edit	Course Group Name	Semester	Course Count
	Algebra I	1	0

Name: Add Group

Course Group Detail




Group: Algebra I

Associated Courses

Grouped Courses

No data available in table

Available Courses

	ALGEBRA 1 (0801-38)
	ALGEBRA 1 (0801-31)
	ALGEBRA 1 (0801-36)

Ineligible Courses

ENVIRONMENT SYS (4216-31) Already has categories

ENVIRONMENT SYS (4216-32) Already has categories

SCIENCE ENRICHM (4218-32) Already has categories



ENVIRONMENT SYS (4216-33) Already has categories

ENVIRONMENT SYS (4216-34) Already has categories

ENVIRONMENT SYS (4216-35) Already has categories

INT PHY & CHEM (4202-38) Already has categories



☐ Under **Course Group Detail** (right grid):

Group	<p>The selected group name is displayed.</p> <p>The default message, "Please select or create a course group" is displayed.</p>
Grouped Courses	<p>All the courses currently added to the selected group are listed.</p> <p>If no courses are added, the message "No data available in table" is displayed.</p>
Available Courses	<p>Any courses that can be added to the group are listed.</p> <p>Click  for each course you want to add to the group. The course is moved to the Grouped Courses list.</p>
Ineligible Courses	<p>Any courses that cannot be added to the group (due to reasons described above on this page) are listed. An explanation of the course's ineligibility is displayed next to the course.</p>
	<p>Click to delete a course from the group.</p> <p>When deleting a course from a group during a semester (when a course-section has categories assigned), take caution. You are not prompted to confirm that you want to delete the course-section from the group. Once you delete a course-section with categories and click Save, the action cannot be undone.</p>

☐ Click **Save**.

Edit a group:

☐ Under **Available Course Groups** (left grid):

Course Count	The number of courses currently added to the group is displayed.
	Click to view the group details. The details for the group are displayed on the right under Course Group Detail , and you can add or remove courses from the group.
	<p>Click to delete a group. You are prompted to confirm that you want to delete the group. Click OK.</p> <p>A group can only be deleted if Course Count is 0.</p>