combo_scheduling_checklist

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✓	Step	Completion Date	Completed By	Notes
Combination Scheduling - Quick Checklist				
District:				
Anticipated Scheduling Completion Date:				
Team Members:				
Step 1				
	Create next year sections from Grade Reporting.			
	Add and update instructor records.			
	Add/copy and edit sections.			
	Export and backup sections.			
Step 2				
	Enter student course requests.			
	Modify student course requests as needed.			
	Back up course requests.			
	Run pre-load reports.			

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