scheduling_load_stu_sched_body

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❏ Enter report criteria:

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.

❏ Click **Retrieve Report**.

- [Review, save, or print the report.]()

Review the report using the following buttons:

Click ![First] to go to the first page of the report.
Click ◀ to go back one page.
Click ▶ to go forward one page.
Click ![Last] to go to the last page of the report.

The report can be viewed and saved in various file formats.

Click ![PDF icon] to save and print the report in PDF format.

Click ![CSV icon] to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.
Click ![X icon] to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

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