fall_submission_mass_update_utility

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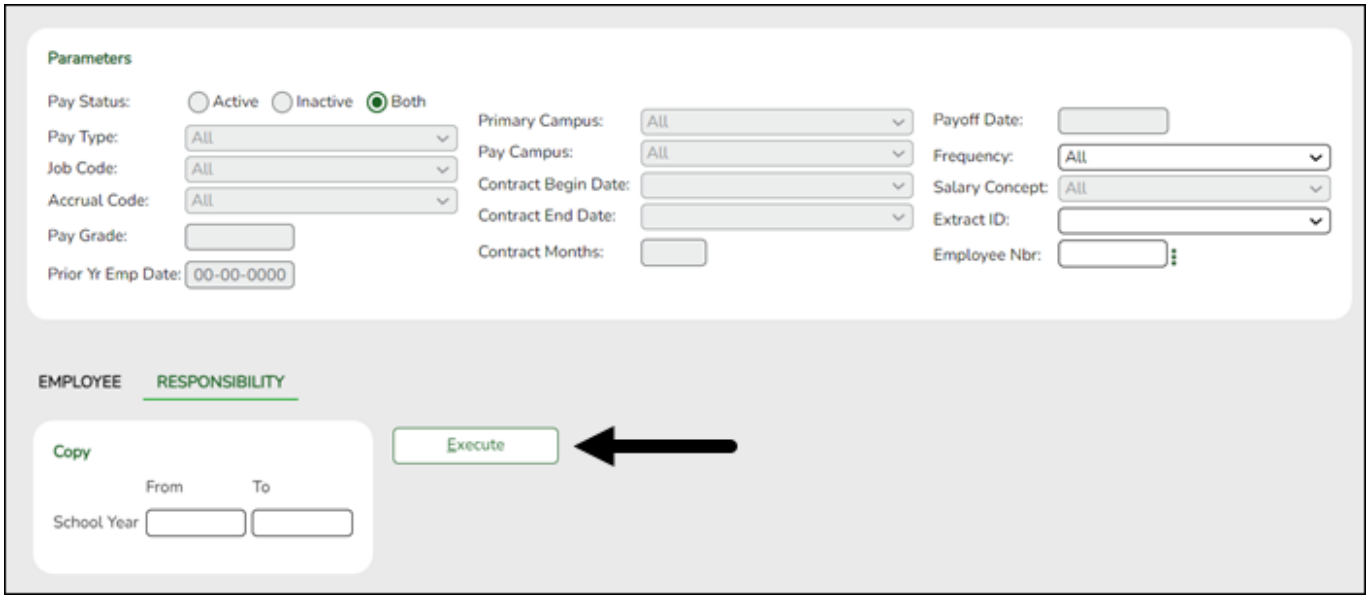
To create records for school year 2023:



❑ Enter 2022 in the **From** field and 2023 in the **To** field.

❑ Click **Execute**.

A preview report is displayed and will reflect the updated years in the **From** and **To** columns.

Review and save the report for your records.

❑ Click **Process** to proceed.

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