

SUNGARD® PUBLIC SECTOR

eSchoolPLUS Student Schedule Exercises

Maintaining Student Schedules

Procedure:

- Choose menu path Student Center ->Scheduling Folder ->Entry
- Search for a student or choose LIST to see the group of students found in a previous search.

Scenario #1:

Student: Alyssa Palmer

- Drop her *Physics* course with a drop date of yesterday and N = "No Marks."
- Use QUICK ADD to find add another course that period as of today's date

Scenario #2:

Student: Ryan Moore

- Use QUICK ADD to add: *Algebra 2* for 4th period
English 3 for 3rd period.
- Drop the following courses by clicking in each course and entering a drop date of yesterday. These courses will not receive grades.

Algebra 2 in 3rd period
English 3 in 4th period

Scenario #3:

Student: Jasmine Harris

- Drop her *English 1* as of yesterday's date, with the "Last Mark Issued By" the Office.
- Use QUICK ADD to find another section of *English 1* and add it to Jasmine's schedule as of today.
- Click KEEP to save the modeled schedule
- Click on *English 1* from the saved schedule and click the Trail History tab. Choose Jasmine's building and prior section next to the TRAIL FROM field.

Scenario #4:

Student: Tyrone Hall

- Drop *English 2* as of December 2nd. He will receive grades from MP1 through MP2 issued by the teacher.
- Use NEW to find Art History. Once the course is selected enter an add date of December 3rd and click the SCHEDULING tab to resolve Tyrone out of marking periods 1 and 2 of this course.

Scenario #5:

Student: Ashleigh Bradley

- Use the CLEAR ALL button to drop all courses
- Use QUICK ADD to add her to morning classes of *Physics* and *Calculus*
- Click FILL STUDY HALLS to complete her schedule.