

[admin](#), [mini article](#)

Changing the Order of Classes on Documents














You can set the order of your classes on Master Agreements, AWRs, and Report Cards.

- Step 1. Go to Admin>Settings>Transcripts/Report Cards.
- Step 2. Click on Set Transcript Credit Requirements.

Elementary

Add a new course category
Add a new graduation type

Export credit requirements from Elementary
Import credit requirements to Elementary

	Hide 	Report Sequence 	General Education
Hide 			
Language Arts		1	1
Mathematics		2	1
Social Studies		3	1
Science		4	1
Art		5	1
Music		6	1
Technology		7	1
PE		8	1
Electives		9	1
Credit Totals:			9

- Step 3. In the Report Sequence column, order your course categories by number where 1 will show first.
- Step 4. Click Set to save.

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<https://schoolpathways.com/knowledgebase/> - **School Pathways Knowledge Base**

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