School Tracks

Related Pages

School Calendar Administration

Set/Define School Tracks

Note: If you are only using one calendar for your entire school, you do no have to change anything in this section.

If you want to add a new track:

- Step 1. Go to Admin>Settings>School Calendars
- Step 2. Click Add New Track

Admin	Reports	'Academies'	Teachers	Portal	Help						Type to quick	page find	•
School C	alendar Tracks	3							Curre	nt Trac	ks:		
Schools can way.	have more than or	e schedule running (concurrently. Each (alendar has it:	s own set of dates a	nd holidays which aren't necessarily n	elated to each other in any		Track A	Status Active	-		
For example	For example, you might have different schedules for different learning centers. Or, you might have different schedules for elementary students and high school students.								Active Active	_			
Each of thes schoolyears	Each of these concurrent schedules is called a "Track". You can define any number of tracks. A track persists from year to year, and may contain any number of schoolyears.								Active Inactive	-			
Once a trac	ince a track is created, it may not be deleted or renamed but it may be hidden from view for new enrollments.							Inactive	-				
It is strong	ly not recommend	ed to create a track	unless you are ce	rtain you will	need it!				H	Inactive			_
												Add New Tra	ick)

If you want to hide the new track from new registrations, click the box.

Add School Calendar Track
Name of track: <u>K</u> Hide for new registrations:

• Step 3. Click save changes.

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