

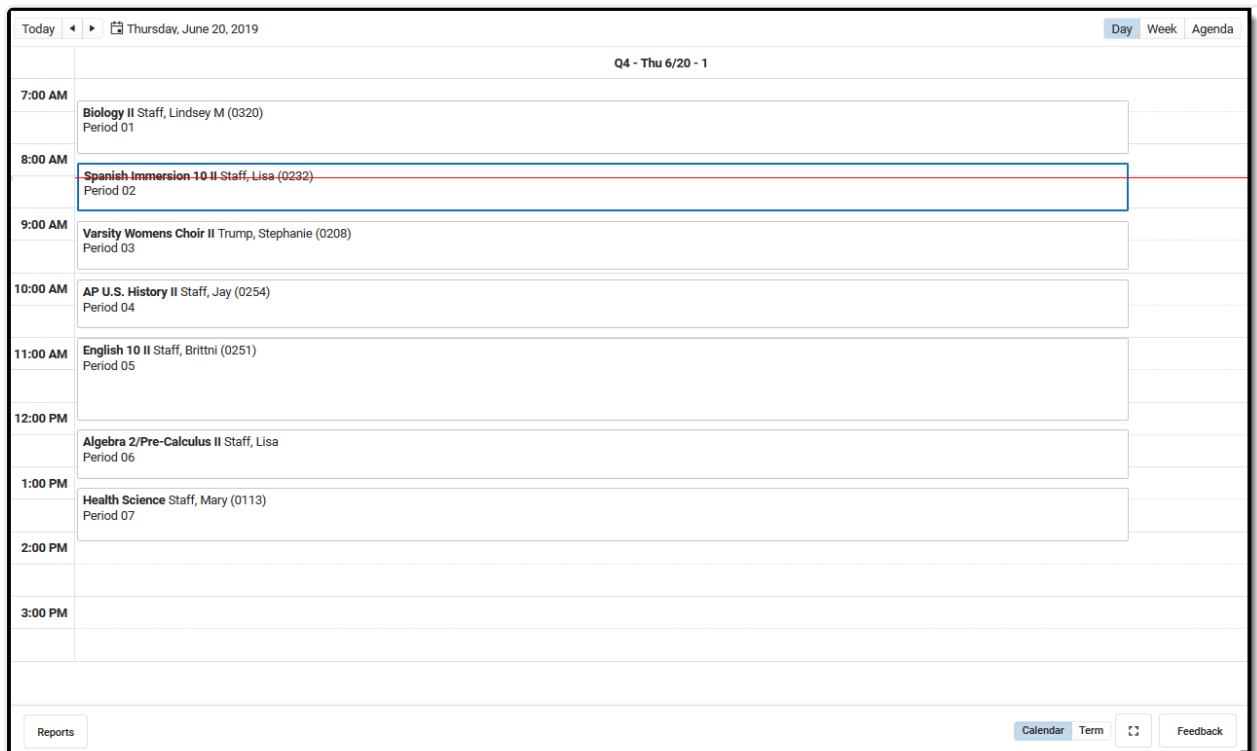
Student Schedule (Health)

Last Modified on 10/21/2024 8:20 am CDT

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Tool Search: Health Student Schedule

The Student Schedule tool allows users to view a student’s schedule within a specific calendar. A user is also able to view all course names and numbers, as well as section numbers, section teachers and room numbers for all classes within the calendar year selected.



Time	Course Information
7:00 AM	Biology II Staff, Lindsey M (0320) Period 01
8:00 AM	Spanish Immersion 10 II Staff, Lisa (0232) Period 02
9:00 AM	Varsity Womens Choir II Trump, Stephanie (0208) Period 03
10:00 AM	AP U.S. History II Staff, Jay (0254) Period 04
11:00 AM	English 10 II Staff, Brittni (0251) Period 05
12:00 PM	Algebra 2/Pre-Calculus II Staff, Lisa Period 06
1:00 PM	Health Science Staff, Mary (0113) Period 07
2:00 PM	
3:00 PM	

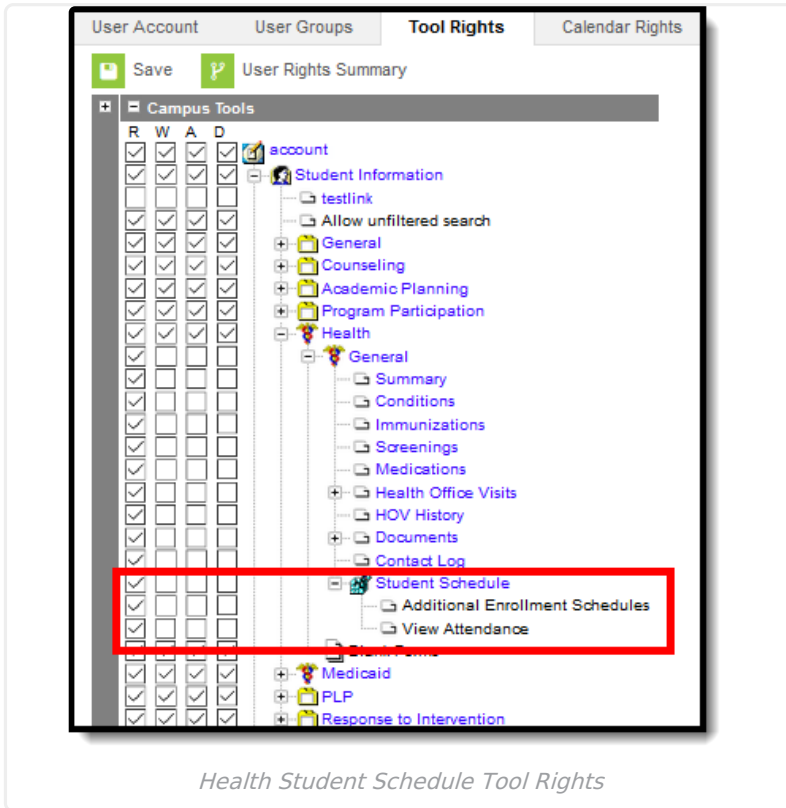
Student Schedule Display in Student Information Health

Submit feedback for the new Schedule using the **Feedback** button in the bottom right hand corner. This takes you to the Campus Community Schedule forum topic where you can add your concerns or suggestions for potential future development related to the Student Schedule.

Tool Rights

Full access to the Health Student Schedule tab requires **R** rights to the following items:

- Student Information > Health > General > **Student Schedule**
- Student Information > Health > General > Student Schedule > **Additional Enrollment Schedules**
- Student Information > Health > General > Student Schedule > **View Attendance**



Navigation of Health Student Schedule








Review the following information for a summary on features of the schedule and how to manage the Student Schedule. This new Student Schedule allows access using keyboard shortcuts when in the Calendar View. See the [Keyboard Shortcuts](#) section for navigation tips.



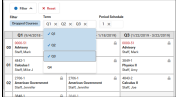
Note that when a user chooses to view the student's Schedule in a certain way, by choosing one of the options of the **Calendar View** or by choosing the **Term View**, and then navigates away to a different tab within Campus, the next time the user accesses the student's Schedule, the same view option that was previously chosen displays again.

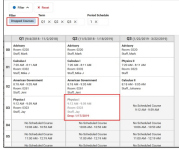
A calendar must be selected in the Campus toolbar to display schedule information.

▶ [Click here to expand...](#)

Feature	Image
General Navigation	

Feature	Image
<p>Use the Full Screen icon to display just the schedule in the entire browser window. This removes all tabs, all indexes, all headers, and just displays the schedule. This can be done in either the Calendar View or Term View.</p> <p>Click the icon again or click the ESC key to return to a non-full screen view.</p>	
<p>Access Schedule Reports by choosing the Reports button from the bottom of the page. Available reports display in the side panel.</p> <p>A report can also be printed for courses scheduled into periods without times by selecting the Current View or the Periods without Times print options (if there are periods without times) while in the Calendar View.</p> <p>Any scheduled Responsive courses are included in the reports. Any courses that are dropped in the future are included in the reports.</p>	
<p>View any Responsive Course Sections from either the Calendar view or the Term view.</p> <p>Past responsive course sections display as other dropped courses would display.</p>	
<p>To see more information about a course (assignment scores, attendance data, etc.), select that course from the grid. A side panel opens that includes the course information, section information, any recorded attendance for that day, assigned scheduling teams and access to view posted grades.</p> <p>This can be done from the Calendar view in the Day or Week displays, and in the Term view (the Term View does NOT display attendance information).</p>	
<p>If a student does not have a scheduled course during a particular period, the period displays as such.</p>	
<p>Calendar View Navigation</p>	
<p>When displaying the schedule in the Calendar view, the student's schedule can be displayed for the Day, for the Week, or in an Agenda layout. See the Calendar View section for more information on each of these options.</p> <p>Automatic scrolling to the current time of day occurs when viewing the schedule. If a counselor is looking for a specific student at 10:15, opening the schedule tab lets the counselor see which class that student is in and where.</p>	
<p>See courses that are not assigned a time to the far right (or below the schedule, depending on your screen size). These could be advisory periods or homeroom classes, or after-school sporting events or after-school club meetings.</p>	

Feature	Image
<p>When in the Calendar view, the selected date always displays the current date. Use the left or right arrow keys to navigate to future dates or past dates. If viewing a future or past date, click the Today icon to return to the current date. To choose a day in a different month, click the current date and navigate through the pop-up calendar.</p>	
Term View Navigation	
<p>Choose the Term View button to display the Schedule organized by the term (Quarters, Trimesters, etc.).</p> <ul style="list-style-type: none"> • For schools that use multiple period schedules, the schedules are labeled within each term. • For schools that use more than one term structure, the switcher in the top right displays options to navigate to the correct term structure. <p>Periods where the student is not scheduled into a course section are gray and the field displays <i>No Scheduled Course</i>. Periods where the scheduled course section does not meet (school holiday or other non-instruction day) are gray and the field displays <i>No Scheduled Course</i>. Diagonal gray bars indicate the calendar does not contain courses in those periods for those days.</p>	
<p>Select which Terms and Period Schedules to display by expanding the Filter dropdown and removing the Terms from the Term list and removing the selection of the period schedules from the Period Schedule list. The green checkmark to the left indicates the term or period schedule is selected and displays in the schedule; those without a checkmark do not display. All terms and all period schedules are automatically selected. The Filter only displays when there is more than one term and/or one period schedule.</p>	

Feature	Image
<p>In the Term view, see dropped courses in the date in which they were dropped. The currently active course displays at the top of the period. This requires Dropped Courses to be selected in the Filter.</p> <p>In this example, for Term S2, Period 3, the student dropped the Homeschool course on March 26 (last course listed), enrolled in Photography starting March 27 and dropped on April 2, then added Modern Literature on April 3.</p> <p>The student must have dropped courses in order for this option to display.</p> <p>The Calendar view only displays actively enrolled courses.</p> <p>An Active Course is defined as a course that is not yet dropped, which has one of three impacts, depending on the context of the course:</p> <ol style="list-style-type: none"> 1. If the course met in a previous term, "active" means the roster placement for the student either has a blank (null) end date or the end date is the last date of the term. 2. If the course meets in the current term, "active" means the roster placement for the student either has a blank (null) end date or the end date is greater than or equal to the current date. 3. If the course meets in a future term, "active" has no real meaning, as all future courses are considered active regardless of the start or end date. 	

Where do I...?

This table compares where you would complete tasks in the old Student Schedule tab (Student Information > General > Schedule) versus where that same task is done in the new Student Schedule tab (Student Information > Counseling > General > Schedule).

▶ [Click here to expand...](#)

I want to...	Student Schedule	Counseling Student Schedule
	<i>Student Information > General > Schedule</i>	<i>Student Information > Counseling > General > Schedule</i>
Change the Schedule Format	Choose the Dropdown list on the left hand side of the tab to show the schedule in a Table format grouped by course or day, or a List format grouped by course or day.	Choose the Calendar button from the lower right corner; then select the Day , Week , or Agenda buttons from the upper left corner. Or, choose the Term button from the lower right corner.

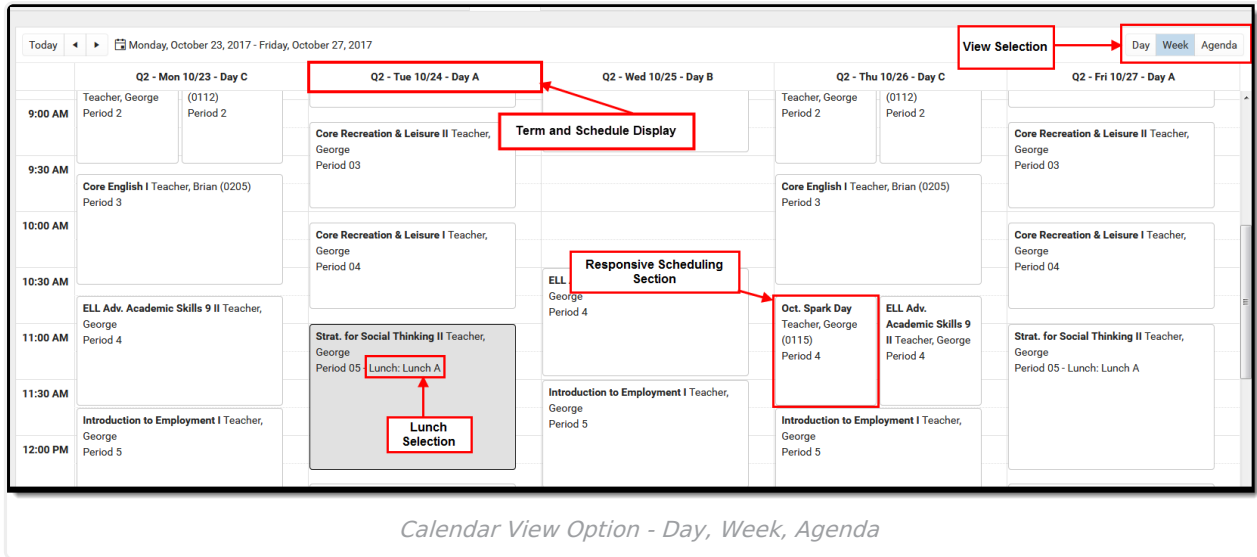
I want to...	Student Schedule	Counseling Student Schedule
See only the courses into which the student is currently enrolled	Click the Display Active Courses Only icon.	<p>In the Term view, use the Filter options to turn off the Dropped Courses setting (only displays when a student has a dropped course). Dropped courses display in the order in which they were dropped.</p> <p>An Active Course is defined as a course that is not yet dropped, which has one of three impacts, depending on the context of the course:</p> <ol style="list-style-type: none"> 1. If the course met in a previous term, "active" means the roster placement for the student either has a blank (null) end date or the end date is the last date of the term. 2. If the course meets in the current term, "active" means the roster placement for the student either has a blank (null) end date or the end date is greater than or equal to the current date. 3. If the course meets in a future term, "active" has no real meaning, as all future courses are considered active regardless of the start or end date.
Print the student's schedule	Click the Print icon or select a Schedule report from the <i>Choose a report option</i> dropdown.	Click the Reports button to see the available reports from the side panel.
See the period times.	Scroll to the bottom of the page to see the Period Info table.	Use the Calendar Day view to see the current period highlighted in blue. The schedule automatically moves to the current time, indicated by a red line.
View the student's current course grades	Click the Grade Book icon in the course grid.	Click the course name. In the Side Panel , click the Grades button.

Calendar View

Staff can view the student's schedule by the current [Day](#) (standard view), the current [Week](#), or by an [Agenda](#) view.

- The **Day** view displays the student's courses for the selected day.
- The **Week** view displays the student's courses for the selected week.
- The **Agenda** view displays the student's courses in a planner view, with the date, time and courses.

Lunch assignment (when selected on the Course editor) and any scheduled Responsive Scheduling courses (when using Responsive Scheduling tools) display.



Keyboard Shortcuts

The following shortcuts can be used when accessing the Student Schedule in the Calendar View:

- **Arrow through the time slots** . Use all four directional arrow keys to highlight time slot cells and scroll through the courses.
- **Press enter to open courses** . Highlight a course using the tab key and press the Enter key to open the Course Side bar.
- **Tab through the courses and non-timed activities** . Use the Tab key to move through the courses and click Enter to open the Course Side panel (shows the course name, teacher, period name and time).
- **Arrow to next and previous** . Use the arrow keys in the Day and Week view to navigate to the next or previous day/week.
- **Escape to close side panels** . Click the ESC key to close open side panels.
- **Switch between calendar views** . Use 1, 2, 3 numbers across the top (not the number pad) to move between the Day, Week, and Agenda views.
- **Switch between term views** . Use 1, 2 numbers across the top (not the number pad) to move between the Term views.

Certain browser settings (like spell check) may interfere with the use of keyboard shortcuts.

Day View

The Day view lists the student's courses for the selected day. The name of the Period, assigned Room Number, Course Name and Assigned Teacher and any recorded attendance for that period display. The current period is highlighted in a blue outline to easily determine where the student is. A red line indicates the current time.

- Click the course block to see the course information in the side panel.
- Click the **Grades** button in the side panel to view the student's Grades tab.

Calendar Day View

Week View

The Week view lists the student's courses for the selected week. Similar to the Day view, the name of the Period, Course Name and Assigned Teacher and any recorded attendance for that period displays. The side panel shows the same information as the Day view.

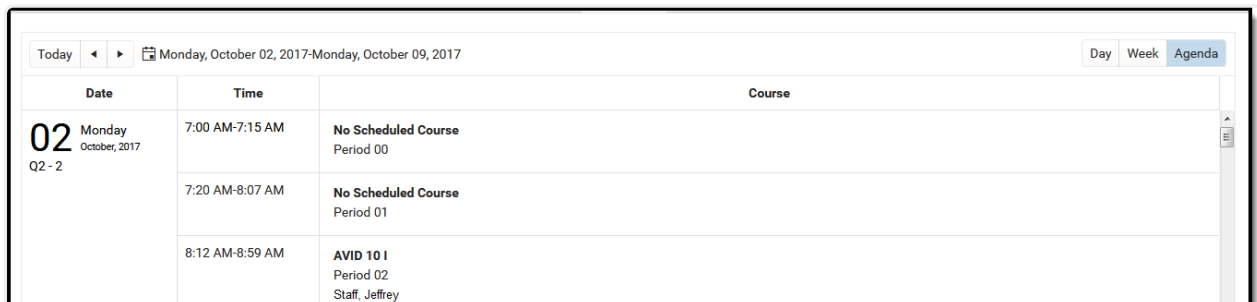
The Week view is helpful if student courses change on a daily basis.

Schedule Week View

Certain calendar formats, particularly at elementary schools, do not display well in the Week view, because of the amount of schedules, periods and classes. Consider using the Day or Agenda views instead.

Agenda View

The Agenda view lists the student's courses in a planner type of view, with the date, time and course. The current time and course is not highlighted in this view, but recorded attendance does display for course in which it was recorded.



Date	Time	Course
02 Monday October, 2017 Q2 - 2	7:00 AM-7:15 AM	No Scheduled Course Period 00
	7:20 AM-8:07 AM	No Scheduled Course Period 01
	8:12 AM-8:59 AM	AVID 10 I Period 02 Staff: Jeffrey

Schedule Agenda View

Term View

The Term View displays the student's courses for selected Term and each selected Period Schedule. Choose the **Filter** to select which terms and periods display.

When first accessing this view, all terms and all period schedules are selected. For a school using more unique formats for student schedules, like middle schools who are experimenting with the best learning for students, this view could get rather large.

Lunch assignment (when selected on the Course editor) and any scheduled Responsive Scheduling courses (when using Responsive Scheduling tools) display.

Responsive courses can be viewed for Future courses or Past courses.

	Q1 (9/4/2018 - 11/2/2018)	Q2 (11/5/2018 - 1/18/2019)	Q3 (1/22/2019 - 3/22/2019)	Q4 (3/29/2019 - 6/5/2019)
00	Advisory Room: 0220 Staff, Mark	Advisory Room: 0220 Staff, Mark	Advisory Room: 0220 Staff, Mark	Advisory Room: 0220 Staff, Mark
1				No Scheduled Course 8:00 AM - 10:00 AM
01	Calculus I 7:20 AM - 8:11 AM Room: 0332 Staff, Mike J	Calculus I 7:20 AM - 8:11 AM Room: 0332 Staff, Mike J	Physics II 7:20 AM - 8:11 AM Room: 0323 Staff	Physics II 7:20 AM - 8:11 AM Room: 0323 Staff
2				No Scheduled Course 10:30 AM - 12:30 AM
02	American Government 8:18 AM - 9:05 AM Room: 0261 Staff, Jeni	American Government 8:18 AM - 9:05 AM Room: 0261 Staff, Jeni	Calculus II 8:18 AM - 9:05 AM Staff, Johanna	Calculus II 8:18 AM - 9:05 AM Staff, Johanna Drop: 5/23/2019
3				No Scheduled Course 1:00 PM - 3:00 PM
03	Physics I 9:12 AM - 9:59 AM Room: 0323 Staff, Jay	Physics I 9:12 AM - 9:59 AM Room: 0323 Staff, Jay Drop: 1/17/2019	No Scheduled Course 9:12 AM - 9:59 AM	No Scheduled Course 9:12 AM - 9:59 AM
04	No Scheduled Course 10:06 AM - 10:53 AM	No Scheduled Course 10:06 AM - 10:53 AM	No Scheduled Course 10:06 AM - 10:53 AM	No Scheduled Course 10:06 AM - 10:53 AM

Schedule Term View

Remove the selected terms by clicking which Term or Period Schedule to not show in the Schedule. Terms and Period Schedules without a green checkmark DO NOT display in the schedule. In the example below, terms Q1, Q2, and Q3 are selected to display. Q4 is not selected and courses scheduled into that term do not display.

Term Selection

Click the **Reset** button to undo any removed terms or period schedules.

	Q1 (9/4/2018 - 11/2/2018)	Q2 (11/5/2018 - 1/18/2019)	Q3 (1/22/2019 - 3/22/2019)
Advisory Room: 0220	Advisory Room: 0220	Advisory Room: 0220	Advisory Room: 0220

Term View Reset

Reports

Print the student's schedule in any selected view by choosing the **Reports** button at the bottom of the page and clicking the **Current View** report option. This prints the student's schedule in the selected view (Day, Week, Agenda, Term) in PDF format. If a user has removed certain terms by modifying the Filter bar selections (for example, printing the schedule report for only Term 4), only those options selected in the Filter bar are included in the print.

Print View of Default Schedule Report

A report can also be printed for **Periods without Times Only** and **Periods with Time Only**. If there are no periods without times in the Schedule, the **Periods without Time Only** print option does not display. These periods can be left without assigned times, or if there should be times assigned to these periods, modify the **Period Schedule** to add the correct period times.

Other reports that display here for printing are created using the **Preferences Reports** tool in System Administration. See the **Schedule Report Preferences** article for more information.

There could be several schedule reports listed, including those for other schools if the student has multiple enrollments. These display if the user has rights to the other calendars.

		Reports
Q2 - Wed 10/25 - Day B	Q2 - Thu 10/26	Please select one of the options below to create a PDF report.
		2017-18 Dupont High School
		Current View
		Official Schedule
		2017-18 Emerson High School
		Current View
		Official Schedule - Semester 1

No Scheduled Course
Period 1

No Scheduled Course
Period 2

Print Schedule Reports