

# Course Audit Report

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Tool Search: Course Audit

The Course Audit report compares the grading setup between course masters and their associated courses to identify differences. These differences could result from unpushed changes at the course master level or changes to unlocked elements of individual courses.

## Course Audit Report ☆

Grading & Standards > Reports > Course Audit Report

### Course Audit Report

This report compares the grading setup between a Course Master and its associated Courses to identify differences in their Categories, Grading Tasks, Standards, Grade Calc Options, Composite Grades, and Composite Weights.

Calendars and courses that ignore master pushes will NOT display in this report.

NOTE: Course Catalog and Course Masters default to current year and school selected in the toolbar.

#### Select Year

23-24 ▾

#### Course Catalogs

- All Course Catalogs
- ACTS
- AHS Course File - Retired EOY 08/09
- Elementary Course File
- Grade 6-12 Course File Qtrs/Sem Retired EOY 20/21
- Grade 7-12 Course File Retired EOY 20/21
- HHS Course File - Retired EOY 08/09
- High School Course File
- High School Course File Qtrs/Sem Retired EOY 20/21
- LHS Course File - Retired EOY 08/09
- Littleton Academy Course File 05/06
- Littleton Prep Course File 05/06

CTRL-click or SHIFT-click to select multiple

#### Calendar

- Non LPS Education Pgm 23-24
- NOVA 23-24
- OHS 23-24
- OMS 23-24
- Phoenix 6-8 23-24
- Phoenix 9-12 23-24
- PMS 23-24
- PREP 23-24
- RUNYN 23-24
- SAND 23-24
- TRANS 23-24
- Village 23-24

CTRL-click or SHIFT-click to select multiple

Key: \* = Calendar ignores master pushes

#### Course Masters

Sort By  Number  Name

- All Course Masters
- \*053524.0125 Personal Finance/Stock Market (High School Course File)
- \*054504.0250 Word Process / Desk Top Pub (High School Course File)
- \*059029.0500 CE / Intro to Business (High School Course File)
- \*059031.0500 CE / Personal Finance (High School Course File)
- \*059092.0500 CE/CRJ231 Intro Forensic Sci (Voyager Course File)
- \*103524.0500 News Production -S1 (High School Course File)
- \*103525.0500 News Production -S2 (High School Course File)
- \*103531.0500 Yearbook -S1 (High School Course File)
- \*103532.0500 Yearbook -S2 (High School Course File)
- \*103536.0125 Yearbook (High School Course File)
- \*103536.0250 Yearbook (High School Course File)

CTRL-click or SHIFT-click to select multiple

#### Report Type

- Detail  
 Summary

#### Option

- Include inactive records

Generate Report

Course Audit Report

# Report Logic

This report looks at differences between the course master and associated courses in the following areas:

Course Master	Course
Grading Tasks	Grading Tasks
Standards	Standards
Categories	Categories
Grade Calc Options	Grade Calc Options

The report can be generated in Detail or Summary versions.

- The **Detail** report lists each difference between courses and course masters.
- The **Summary** report

## Generate the Course Audit Report

1. Select the **Course Catalog** to display a list of Course Masters. Options display based on the Calendar selected in the Campus toolbar.
2. Select the **Course Master(s)** to include in the report. The list can be sorted by number or alphabetically by name.
3. Indicate if the report should be the **Detail** version or the **Summary**.
4. Leave the **Exclude inactive courses** checkbox marked to not report courses not flagged as Active.
5. Click the **Generate Report** button. The report displays in CSV format.

	A	B	C	D	E	F	G	H	I	J
1	Catalog Name	Course #	Course Master Name	Course #	Course Name	Data Type	Course Master Data Name	Course Master Data	Course Data Name	Course Data
2	High School Catalog	3600	AP Literature	3600	AP Literature	Category	Tests	Weight: 0, Seq: 0, Exclude from Calc: No, Drop Lowest: No	(Does not exist)	(Does not exist)
3	High School Catalog	3600	AP Literature	3600	AP Literature	Grading Task	Progress	Score Group: ABC+ (4.0), Term GPA: (none), Credit: (none), C	Progress	(Does not exist)
4	High School Catalog	3600	AP Literature	3600	AP Literature	Grading Task	Term Grade	Score Group: ABC+ (4.0), Term GPA: 1, Credit: (none), Credit	Term Grade	(Does not exist)
5	High School Catalog	3600	AP Literature	3600	AP Literature	Grading Task	Semester	Score Group: ABC+ (4.0), Term GPA: (none), Credit: 1, Credit	Semester	(Does not exist)
6	High School Catalog	3600	AP Literature	3600	AP Literature	Grading Task	Final Grade	Score Group: ABC+ (4.0), Term GPA: (none), Credit: (none), C	Final Grade	(Does not exist)
7	High School Catalog	3600	AP Literature	3600	AP Literature	Composite CI	Term 4 Final Grade	Child: Term 2 Semester, Weight: 50.0000	4 Final Grade	(Does not exist)
8	High School Catalog	3600	AP Literature	3600	AP Literature	Composite CI	Term 4 Final Grade	Child: Term 4 Semester, Weight: 50.0000	4 Final Grade	(Does not exist)

*Detail Report Example*

The **Course Master Data** and **Course Data** columns of the report indicate the details of the differences in grading setup.