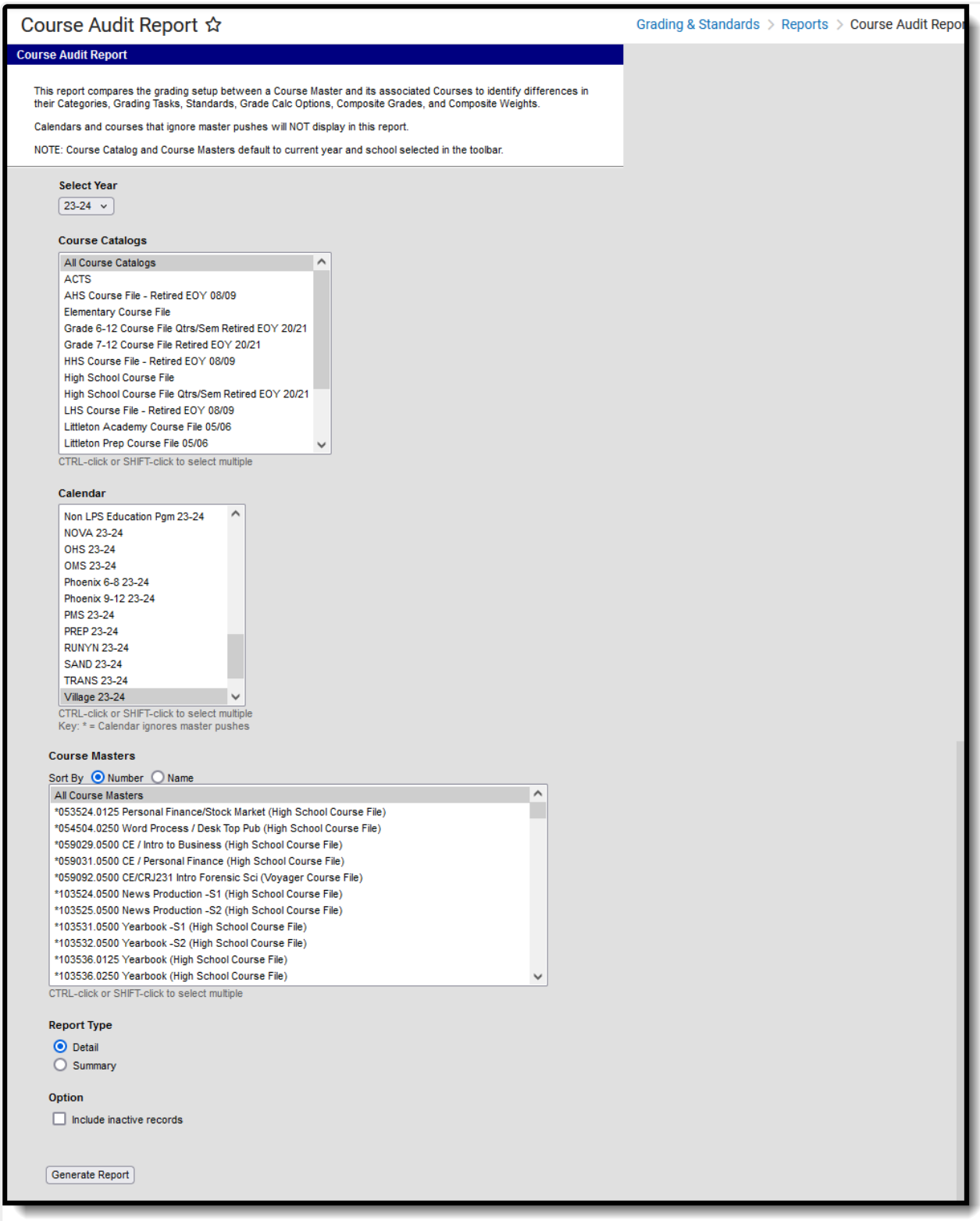
Course Audit Report

Last Modified on 12/14/2025 8:45 pm CST

Report Logic | Generate the Course Audit Report

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

See the Grading & Standards Reports Tool Rights article for the tool right needed to generate this report.

Report Logic

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

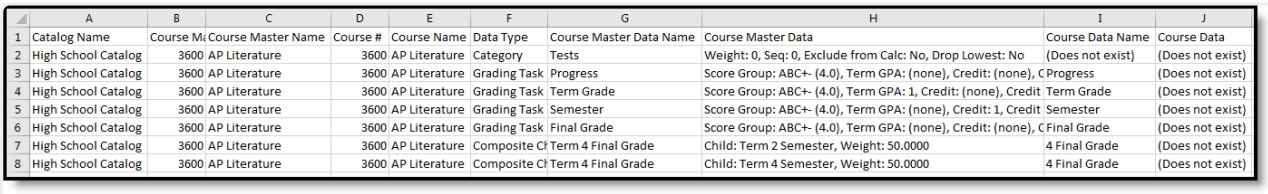
Course Master	Course
Grading Tasks	Grading Tasks
Standards	Standards
Categories	Categories
Grade Calc Options	Grade Calc Options

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 Ma	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 Ch	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 Ch	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.