

# Scheduling Components (Oregon)

Last Modified on 04/26/2024 9:56 am CDT

[Course Fields](#) | [Course Section Fields](#) | [Section Staff History Fields](#)

Tool Search: Course Information

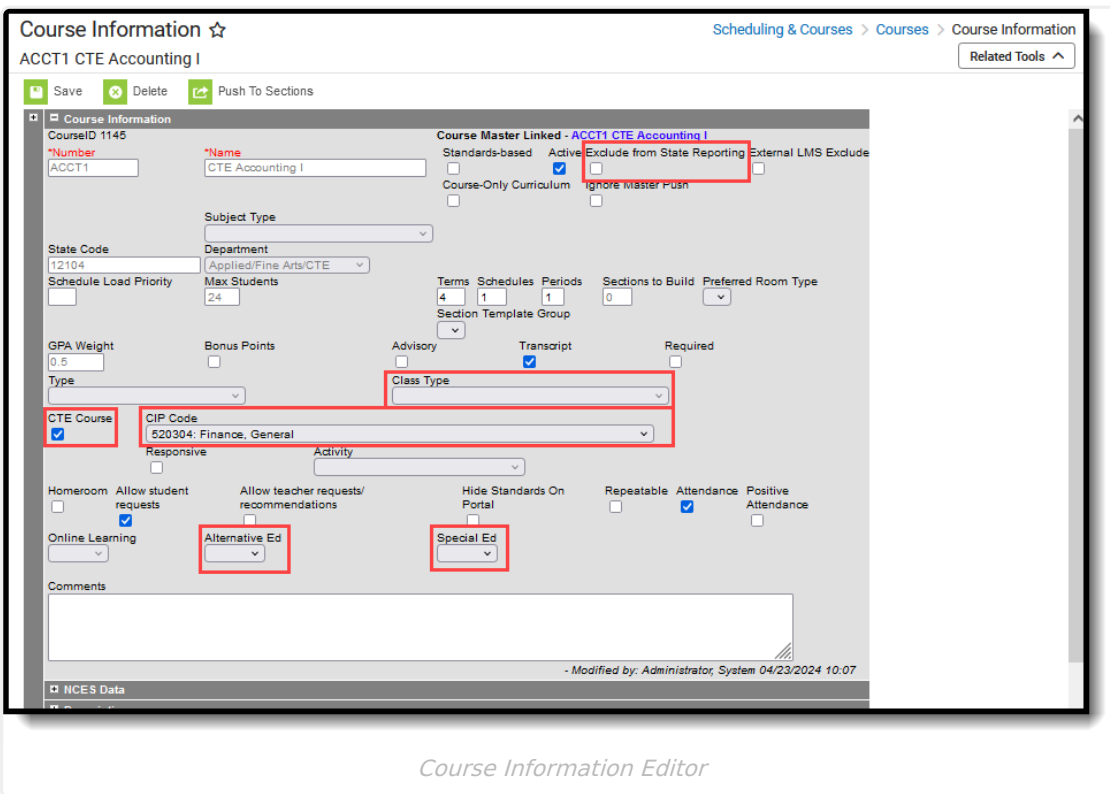
The Course Information and Course Section tools contain fields specific to the state of Oregon. These fields can be used for district-tracking purposes or may directly affect state reporting. The information below further defines these state-specific fields to provide guidance in entering data.

The same fields display on the Course Master editor and Course editor.

## Course Fields

[Exclude from State Reporting](#) | [CTE Course](#) | [Alternative Ed](#) | [Class Type](#) | [Special Ed](#)

The Course editor contains information about courses attached to this calendar or school.



## Exclude from State Reporting

When marked, Indicates the course (and course master) is excluded from all state reports that collect course information.

▶ [Click here to expand...](#)

## CTE Course

Indicates the course is a Career/Technical Education Course.

▶ [Click here to expand...](#)

## Alternative Ed

Indicates the class is taught in an alternative education setting.

▶ [Click here to expand...](#)

## Class Type

Defines special class types used in state reports.

On the Class Roster file, courses with a Class Type of the following are not included:

- PKC: Pre-Kindergarten Course
- CCC: Community College Course
- COLL: College Course
- UNIV: University Course

▶ [Click here to expand...](#)

## Special Ed

Indicates the section is taught in a special education setting where the instruction is specifically designed to the unique needs of students with disabilities.

▶ [Click here to expand...](#)

## Course Section Fields

[Instructional Unit ID](#) | [Alternative Ed \(Override\)](#) | [Special Ed \(Override\)](#) | [Multiple Teacher](#)

The Section editor lists all sections for the selected course and basic identifying information about that section - the assigned primary teacher, where the section meets, in what term and for what period, and how many students are in each section.

Scheduling staff, principals, counselors, etc. can use the tools available in this view to manage course section information - entering grades, creating rosters, recording attendance, etc.

Section Information ☆ Scheduling & Courses > Courses > Section Information

ACCT1-1 CTE Accounting I

Save Delete

**Section Editor**

SectionID  
2472

\*Section Number  
1

Max Students  
20 (24)

Instructional Unit ID  
24722472

Room  
207

Hide Standards On Portal

Online Learning (Override)  
0

Primary Teacher  
Hull, Christopher

- Modified by: Administrator, System 04/23/2024 10:08

**Section Schedule Placement**

Quarters

T1  T2  T3  T4

Period 1

Course Section Editor

## Instructional Unit ID

Unique identifier of the course section. This value is assigned by the Oregon Department of Education when the IUID Collection is submitted. This value is reported in the Staff Assignment and Class Roster collections, allowing for consistency between collections/state reports.

▶ [Click here to expand...](#)

## Alternative Ed (Override)

Indicates the class is taught in an alternative education setting. When the Alternative Ed field on the Course Information editor is populated, a value does not need to be selected on the Section editor. When the Course field is not populated, but a particular section of that course is for alternative education, this field should be set to Yes.

▶ [Click here to expand...](#)

## Special Ed (Override)

Indicates the section is taught in a special education setting where the instruction is specifically designed to the unique needs of students with disabilities. When the Special Ed field on the Course Information editor is populated, a value does not need to be selected on the Section editor. When the Course field is not populated, but a particular section of that course is for special education, this field should be set to Yes.

▶ [Click here to expand...](#)

## Multiple Teacher

A coded value representing the Multiple Teacher Code. A Multiple Teacher Instruction Strategy is a category describing the strategy used when there is more than one Teacher teaching a Class.

▶ [Click here to expand...](#)

## Section Staff History Fields

[Certification Level](#) | [Role](#)

Staff History tracks the history of teachers for a particular course section and lists active primary teachers, teachers, and section staff in addition to former primary teachers, teachers, and section staff. All other fields in the Staff History tab do not require unique, state-specific data. However, many of these fields are required and data entry in these fields may be necessary. For more information on these fields, see the [Staff History](#) article.

### Section Staff History ☆

ACCT1-1 CTE Accounting I Teacher: Staff, Christopher

Scheduling & Courses > Courses > Section Staff History

[Related Tools](#) ^

Save
Delete
New Primary Teacher
New Teacher
New Section Staff

Name	Assignment Start	Assignment End	Access Start	Access End	District Assignment	Role
Primary Teacher						
Staff, Christopher					Teacher	Teacher of Record
Teacher						
Staff, John						Team Teacher
Section Staff						
Staff, David						Not State Reported

Assignment Start and End date fields should remain blank unless staff members start working in the section after the first day of the first scheduled term, or stop working in the section before the last day of the last scheduled term.

Access to this section is controlled by Access Start and End dates. To end a user's access to this section, enter an Access End Date.

**Staff History Detail**

Primary Teacher

Name: Staff, Christopher    District Assignment: Teacher    Role: TOR: Teacher of Record

Assignment

Start Date:     End Date:

Percent:     Minutes:

Access to Section Dates

Unrestricted    Start Date:     End Date:

Date Range

Certification Level

Section Staff History

## Certification Level

Indicates the staff person has emergency or provisional credentials to lead the classroom. These values report in the following fields on the Staff Assignment Report:

- Emergency/Provisional Determination Flag
- Out of Field Determination Flag
- Preliminary Determination Flag

▶ [Click here to expand...](#)

## Role

Defines the type of position the staff member holds in a specific class/section.

A teacher must have a Role assigned on the Section Staff History editor that is NOT NSR or blank.

▶ [Click here to expand...](#)

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