

# Teacher Schedule Tool Rights

Last Modified on 03/31/2025 10:48 am CDT

Staff can be given limited rights to view and print an individual **Teacher Schedule**, or additional rights including guest access to teacher grade books.

See the [Teacher Schedule](#) article and the [Guest Access to Grade Book](#) article to learn more about using these tools.

Let us know what you think! Submit feedback for the Tool Rights Catalog by posting in the [Tool Rights Catalog](#) forum.

**Teacher Schedule** ☆

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[Census](#) > [Staff](#) > [Teacher Schedule](#)

[Related Tools](#) ^

Print Documents

	Term 1 (07/01/24-09/27/24)	Term 2 (09/30/24-12/20/24)	Term 3 (12/23/24-03/21/25)	Term 4 (03/24/25-06/30/25)
0	EMPTY	EMPTY	EMPTY	EMPTY
1	4100-1 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4100-1 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-1 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-1 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>
2	EMPTY	EMPTY	EMPTY	EMPTY
3	4100-3 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4100-3 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-3 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-3 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>
4	EMPTY	EMPTY	EMPTY	EMPTY
5	4100-5 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4100-5 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-5 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-5 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>
6	4100-7 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4100-7 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-7 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-7 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>
7	4100-9 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4100-9 Physical Science A (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-9 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>	4150-9 Physical Science B (Day Daily) Primary Teacher <a href="#">Grade Book</a>
8	EMPTY	EMPTY	EMPTY	EMPTY
WIN	EMPTY	EMPTY	EMPTY	EMPTY
ACT	EMPTY	EMPTY	EMPTY	EMPTY

Teacher Schedule
 All
 Read
 Write
 Add
 Delete

*Census > Staff > Teacher Schedule*

## Additional tool rights are needed for users who need Guest Access to Grade Book.

Section Guest Grade Book	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Grade Calc Options	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Composite Grades	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Categories	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete

*Scheduling & Courses > Courses > Section Guest Grade Book*

- **Scheduling & Courses > Courses > Section Guest Grade Book** - includes subrights

for modifying the Grade Calc Options, Composite Grades, and Categories, all found in the Grade Book settings menu.

- Calendar rights determine which teachers' grade books will be accessible. Staff who are only assigned calendar rights at one elementary school, for example, cannot access grade books at other schools in the district.
- R rights are needed to access the Grade Book link and view a grade book
- All other access grants RWAD rights. Few people should have this level of access.

## Available Tool Rights

R	W	A	D
View teacher schedule.  <i>Grade Book link does not appear. Assign Section Guest Grade Book rights/subrights to grant access to Grade Book link.</i>	N/A	N/A	N/A

## Suggested User Groups

- [Counselors](#)
- [Front Office Staff](#)
- [Principals](#)
- [Registrars](#)
- [Schedulers](#)
- [Transportation](#)

See [User Groups](#) and [Suggested Roles](#) for more information.