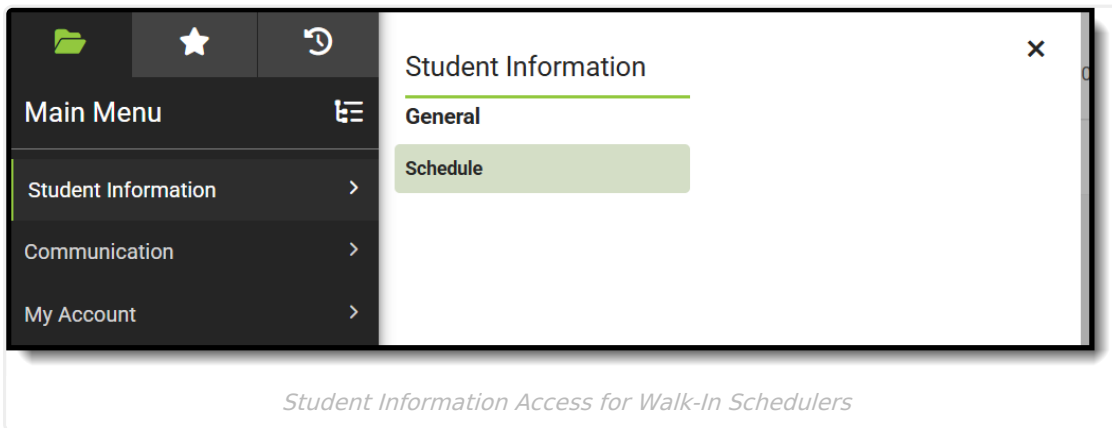# Walk-In Scheduling User Group

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

The following are suggested tool rights for Walk-In Schedulers, such as staff responsible for manually adjusting student schedules. This task may be assigned to guidance counselors or those responsible for registering new students. Your Walk-In Schedulers may require more or fewer tool rights, depending on their actual job duties. Start with this list and modify rights to meet your school or district needs.

Student Information

Student Information Access for Walk-In Schedulers

General

▶ Click here to expand...

Tool	Read	Write	Add	Delete
Grades	X			
Schedule	X	X	X	X
Can Overload Sections	X			
Grade Book	X			
View Attendance	X			
Can Override Strict Student Constraints	X			
Scheduling Messenger	X			
User Group Formats	X			
Additional Enrollment Schedules	X			

Additional Access Rights

General

For the following tool right, ALL is the only selection available.

Tool	All
Allow unfiltered search	X