

# Course Sections Tool Rights

Last Modified on 01/09/2026 9:19 am CST

The Course Sections tool is used to create sections, edit information about a section, and grant access to a section's Grade Book and/or Seating Chart.

See the [Course Sections](#) article for more information

Course Sections ☆

Scheduling & Courses > Courses > Course Sections

3100 English 9

Related Tools ^

SECTION	TEACHER	ROOM	TERM	SCHEDULE	PERIOD	SEATS TA...	SCHEDULI...	EDIT SECT...	GRADE BO...	SEATING ...
1	Staff, Dave	1161	1-4	Daily	1	(25/35)		Edit	View	View
2	Staff, Ian	1174	1-4	Daily	1	(24/35)		Edit	View	View
3	Staff, Dave	1175	1-4	Daily	2	(27/35)		Edit	View	View
4	Staff, Ian	1176	1-4	Daily	2	(27/35)		Edit	View	View
5	Staff, Ian	1161	1-4	Daily	3	(29/35)		Edit	View	View
6	Staff, Dave	1175	1-4	Daily	4	(30/35)		Edit	View	View
7	Staff, Frank	1174	1-4	Daily	5	(5/35)		Edit	View	View

Add

Course Sections

At a minimum, **Read rights** are required for both **Course Information** and **Section Information** to search for, select courses, and select and view section information.

See the [Section Information Tool Rights](#) article for additional information.

Other Related Rights:

- **Read** and **Write** rights to [Add Section](#) are needed to click the Add Section link.
- **Read** and **Write** rights to [Section Information](#) are needed to edit section information.
- **Read** rights to [Section Guest Grade Book](#) are needed to view the teacher's Grade Book.

## Available Tool Rights

R	W	A	D
<ul style="list-style-type: none"> <li>• Access and view the list of sections for a selected course.</li> <li>• Edit button displays in the Edit Section column to modify section information (Note: Additional rights are required to modify a section, detailed above).</li> <li>• View button displays in the Grade Book column to the teacher's Grade Book for the section (Note: Additional rights are required to have guest access to Grade Book, detailed above).</li> <li>• View button displays in the Seating Chart column to view details about the seating chart in PDF format for a selected section.</li> </ul>	N/A	<ul style="list-style-type: none"> <li>• Create new sections using the Add Section button (requires the Add Section right, detailed above).</li> </ul>	N/A

## Suggested User Groups

- [Counselors](#)
- [Front Office](#)
- [Principals](#)

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

