

Course Plan Batch Report Tool Rights

Last Modified on 12/22/2025 2:33 pm CST

The **Course Plan Batch Report** allows counselors and other administrators the ability to view a PDF report of several students' course plan.

See the [Course Plan Batch](#) article for additional information.

Course Plan Batch Report ☆

Student Information > Program Administration > Course Plan Batch Report

Course Plan Batch Report

Batch version of the Course Plan Report. Separated by student, it is suitable for handing out to students.

This is a very complex report, so try to limit the number of students run per batch.

Student Filtering Options

Grade: All Grades

Ad Hoc Filter: Optionally select an Ad Hoc Filter

Program Filtering Options

Graduation Program: All Programs

Sort Options

Student
 Grade/Student
 Homeroom Teacher
 Teacher/Period

Period: 00 Period Schedule: Main Term: Q1

Report Format: PDF

Refresh Show top 50 tasks submitted between 06/07/2024 and 06/14/2024

Batch Queue List	Queued Time	Report Title	Status	Download

Generate Report | Submit to Batch

Course Plan Batch Report

Available Tool Rights

R	W	A	D
<ul style="list-style-type: none">Access and view the Course Plan Batch tool.Generate the Course Plan Batch Report.	N/A	N/A	N/A

Suggested User Groups

- [Counselors User Group](#)

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