

TOPIC ARTICLE - Role Assignments

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The Role assigned to a Primary Teacher or a Teacher on the Section Staff History tool also displays in the Staff Planner and the Scheduling Board.

The image displays three screenshots from the Infinite Campus system, illustrating how a role assignment in one tool is reflected in others:

- Section Staff History:** Shows a staff member 'Staff, Beth Ann' with a role of 'TR: Teacher of Record' selected in a dropdown menu.
- Staff Planner:** Shows the same staff member with the role 'TR: Teacher of Record' displayed in a dropdown menu.
- Scheduling Board:** Shows a section for 'Work Experience Employment Ski - 9035 - 1' with the role 'TR: Teacher of Record' assigned to the primary teacher.

Red boxes in each screenshot highlight the 'TR: Teacher of Record' role selection, demonstrating consistency across the different tools.

Role Assignment in Section Staff History, Scheduling Board, Staff Planner

Scheduling Board Role Assignment

On the Scheduling Board, the Section side panel includes an Assign Primary Teacher Role. To assign a role to the primary teacher, a primary teacher must be selected.

- Assigning a Role in the Scheduling Board populates the Section Staff History Role field with the same selection. The Staff Planner Role field is not populated.
- Updating the existing Role for Primary Teachers overrides the Role on the Section Staff History.

Scheduling board - Assign Primary teacher Role

Staff Planner Role Assignment

On the Staff Planner, the Role can be assigned on the Staff side panel, where Courses & Rooms and Placement Restrictions are assigned, AND in the Batch Edit Staff Information side panel.

Staff Planner - Role Assignment

Staff Planner ☆ Scheduling & Courses > Scheduling > Staff Planner

Filter ▾ Show Details ON

Staff, Beth Ann | (08/25/2025)

Max Periods: (5) Max Courses: (6) Max Con Periods: (6) Team: Tangle ... FT

Batch Edit Staff Information

Max Periods
Include Fill Value

Max Courses
Include Fill Value

Max Consecutive Periods
Include Fill Value

Role
Include Fill Value

TR: Teacher of Record

NR: Not State Reported

Staff Planner - Batch Edit Staff Information