How to set up a Section for Field trips

This section is <u>for only students in Band, Basketball or other extra activities</u> that are not in a regular classroom setting

School >Scheduling > Sections > FTF1000

Click on the new button

Name the section to describe the activity such as Basketball or Volleyball etc.

Please be very specific, is it Girls, Boy, Junior High, Senior High?

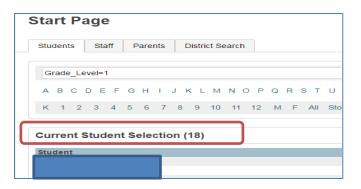
Make them GJHBasketball or BJHBasketball etc.

Please place them in the Scheduled time of CTS , this period is outside the bell schedule and will not interfere with student timetables

	PowerSchoo	ol					Welcome, Karen Beuker Help Sign O
							School: Ecole Fox Run School Term: 17-18 Ye
Sta	art Page > School Setup > FTF1000) Field Trip Forms					6 🛯 ⁰ i S
1	FTF1000 Field Trip	Forms					
Ľ		1 office					
				New			
	Exp	Sec #	Term	Teacher	Rm	Enrollment	Attendance
	CTS(A-E)	Basketball	17-18	Rattray, Don	Basketball	94	A 1997 - A 1
	CTS(A-E)	NakiskaSki	17-18	Rattray, Don	NakiskaSki	53	A
	CTS(A-E)	BadmintonC	17-18	Rattray, Don	BadmintonC	0	
				Make all students listed	above the current selection		
	Edit Section						
	Field			Value			
	Course Name			(Synchronized with PASI)			
	Course Number			FTF1000 (Synchronized with PASI)			
	Schedule			Image: Superside Supers			
	Term			2017-2018 Start Date: 08/31/201 End Date: 06/29/2018	7(Synchro		

Enrolling students

Select your group or individual student, make sure they are your current selection on the start page .



Click on Teacher Schedules

Powers	School
Functions	T Stort Dogo
Attendance	Start Page
Daily Bulletin	
Enrollment Summary	Students Staff
Master Schedule	
Dashboard	
Special Functions	
Teacher Schedules	

Find the class you want to enroll the student in. Click on the Enrolment #, make sure your Entry date is correct

FTF1000 Field	d Trip Forms				
			New		
Exp	Sec #	Term	Teacher	Rm	Enrollme
CTS(A-E)	Basketball	17-18	Rattray, Don	Basketball	94
CTS(A-E)	NakiskaSki	17-18	Rattray, Don	NakiskaSki	53
CTS(A-E)	BadmintonC	17-18	Rattray, Don	BadmintonC	
			Make all stude	ents listed above the current selection	

	Use currently selected 18 students to:	
	Modify Class Enrollments:	Enroll into this Class > Drop from this Class >
Mass	Enroll Preview	
	12/23/2016 Edit Date Summary:	

Course Name	Course Number	Section	Term	Fees	Pending Enrollment Count	Class Status
HOMEROOM 2	HMR102	1	2016-2017	No	42/35	Section found