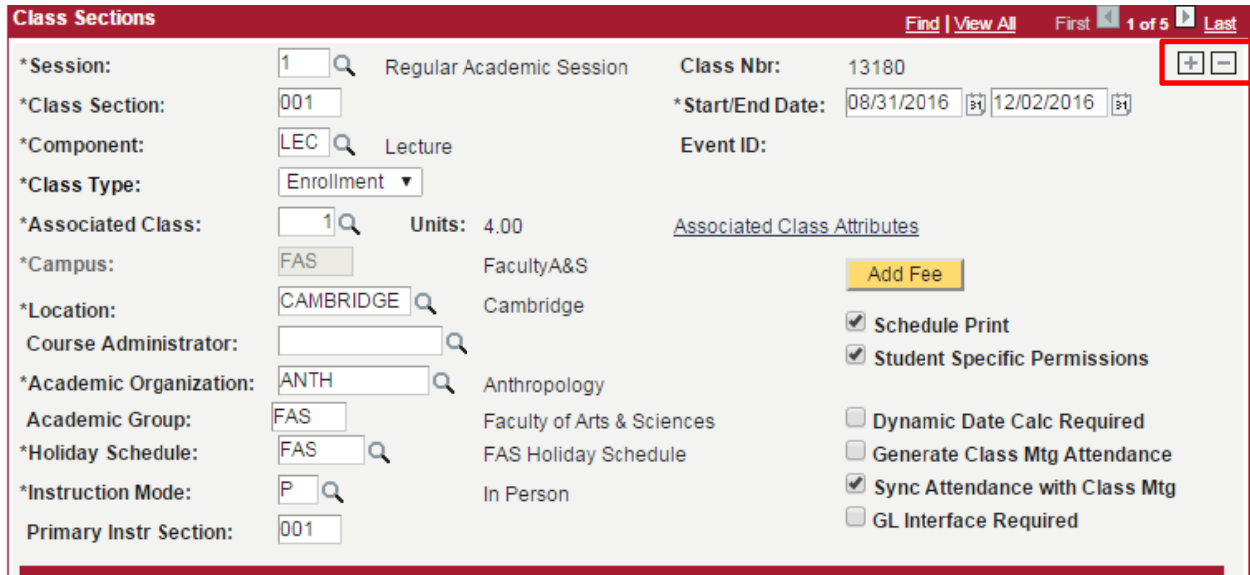


Quick Reference Guide: Deleting Sections

Navigation: Curriculum Management>Schedule of Classes>Maintain Schedule of Classes

The Schedule of Classes displays classes that have been scheduled for a particular term or academic year. Within the Basic Data tab, Class Sections group box, you may use the minus (-) button next to the Class Nbr. to delete a section entered in error or not to be offered. Be sure to delete all scheduled sections of the class.



Class Sections Find | View All First 1 of 5 Last

*Session: 1 Regular Academic Session Class Nbr: 13180 (+) (-)

*Class Section: 001 *Start/End Date: 08/31/2016 12/02/2016

*Component: LEC Lecture Event ID:

*Class Type: Enrollment

*Associated Class: 1 Units: 4.00 Associated Class Attributes

*Campus: FAS FacultyA&S Add Fee

*Location: CAMBRIDGE Cambridge

Course Administrator:

*Academic Organization: ANTH Anthropology

Academic Group: FAS Faculty of Arts & Sciences

*Holiday Schedule: FAS FAS Holiday Schedule

*Instruction Mode: P In Person

Primary Instr Section: 001

Schedule Print

Student Specific Permissions

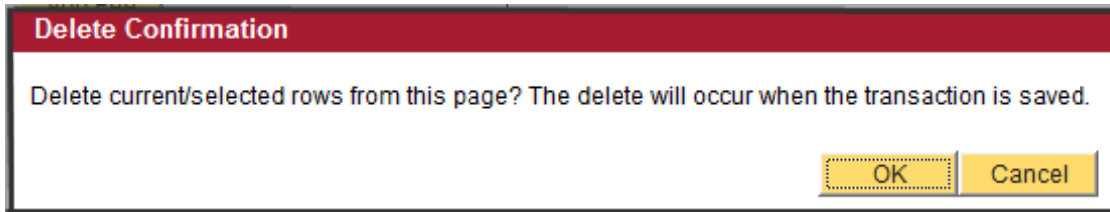
Dynamic Date Calc Required

Generate Class Mtg Attendance

Sync Attendance with Class Mtg

GL Interface Required

Upon selecting the minus (-) button a confirmation message will be displayed to confirm the action, Click 'OK'



Delete Confirmation

Delete current/selected rows from this page? The delete will occur when the transaction is saved.

OK Cancel

Click Save at the bottom left of the page. Now the section has been deleted.