

# **CIMS STUDENT SCHEDULING Maintenance Screens**

**December 2008**



Muskegon Area Intermediate School District

Sherri Zok, Student Management Systems Specialist  
[szok@muskegonisd.org](mailto:szok@muskegonisd.org)

Phone (231) 767-7232 Fax 231.773.1028

THIS PAGE INTENTIONALLY LEFT BLANK



*Terms:* Enter the term(s) that the course meets.

*Period:* Enter the period(s) that the course meets.

*Room:* Enter the room id in which the course will meet. If you indicated in the scheduling options (SCH.101) that room numbers are to be verified, the room id you are using must be defined in STU.215.

*Days:* Enter in the days of the week that the course meets. If you indicated in the scheduling options (SCH.101) that sections meet daily, you will not see this field.

*Class Rolls:* Indicate here whether you will be printing class rolls for the course and section.

*Attendance Taken:* Indicate here whether attendance will be taken for this course and section.

## Course Requests – SCH.410

Use this program to enter or update student course requests. The fiscal year you select when you sign on determines the school year to which the requests apply.

### Command Screen – SCH.410

From the prompt screen, users choose the student that they are maintaining.

SMS	Course Requests	Ref: SCH.410 .01	
	Default ADD 2/28/03	*DROP 2/28/03	
	Requests for courses at School <u>CHS</u> District <u>BCS</u> THIS YEAR		
<u>C</u>	File ID <u>4816</u>	Include dropped courses? <u>N</u>	Yes to see these
Add		Maintain ADD/DROP dates? <u>N</u>	
Change	Index: <u>1</u>		
Delete	1 - Students Last Name		
Lookup	2 - Requests from Students in Class		
Process	3 - Requests for Course Section		
Index	4 - Courses Offered		
End	5 - Study Halls Assigned		
	6 - Graduation Requirements		
	7 - Display Student Schedule		
	8 - Display Master Schedule		
	9 - Student Availability		
	Process: <u>1</u>	1 - Schedule Use Alternate Match Group? N	
		Reset? N Overfill? N Study Hall? N	
		2 - Print Schedule.	
		Auto Next Record? N	

#### Items to note:

- The default add and drop dates default to today's date. These dates can be changed to reflect the correct add/drop date.
- When changing a student, if 'Y' is entered for 'Include dropped courses?', you will see any courses that the student was previously enrolled in.
- Using the P for process is like running an automatic scheduler for an individual student. Using the Process command, the program will look to the bottom portion of the screen for the parameters to use when scheduling the student. NOTE: The overfill feature will continue to overfill a course/section disregarding the maximum numbers defined in the master scheduler.
- When doing an A for add, any courses that were defined to automatically generate will do so for the student specified.

CIMS Category Scheduling order of processing for Request Types:

- P Pre-scheduled—will not be moved even if you say Yes to Reset
- R Required
  - Singletons
  - Doubletons
  - Tripletons, etc
- C Counselor Assigned
  - Singletons
  - Doubletons
  - Tripletons, etc
- E Electives
  - Singletons
  - Doubletons
  - Tripletons, etc
- A Alternates

Once a student is scheduled into a higher priority type, they will not be moved to make way for a lower level type, even if it's the only way the lower type request will fit. For this reason, you need to be careful of the "type" you give your requests. For instance, Band may be an elective course, but if you want to be sure it is scheduled for your students, you will likely need to mark it as a Required type.

Even if you are not using the "scheduler code" and "level/order" fields on SCH.310, these rules still apply to the scheduling program.

SH.660 can be used to mass change the type on all requests of specific courses; only from one type to another type as specified on the screen.

Maintenance Screen – SCH.410

On the maintenance screen, changes/additions can be made to the student's schedule.

12/12/08 FY 09 MAISD TEST ENVIRONMENT DISTRICT										11:30:50 QPADEV0079	
SMS Course Requests										Ref: SCH.410 .11	
File Id 000766611 SUSAN L. MILLER										FEMALE Age: 17	
HIGH SCHOOL Class: 12 ( THIS YEAR )										Phone: 719-1980	
F2=Schedule, F4=Courses, F6=Master, F17=Transcript											
Grad Rq REQUESTS FOR SCHL YR 09										Add Drop	
Course	Sec	Typ	Dis	St.	Lnk	Prf	St	Title	Date	Date	
1	ALG1A	1	E	MTH	SAL	--	1	S ALGEBRA 1A	12/12/08		
2	ACSUPP	2	P			--		S ACAD SUPPORT	12/12/08		
3	ALG2A		R	MTH	SAL	--		N ALGEBRA 2A	3/31/08		
4	ENG4A		R	ELA	SEN	--		N ENGLISH 4A	3/31/08		
5	ENG4B		R	ELA	SEN	--		N ENGLISH 4B	3/31/08		
6	SSTA		R	SOC	SHS	--		N SOC STUD A	3/31/08		
7	SSTB		R	SOC	SHS	--		N SOC STUD B	3/31/08		
8	CAREER		C		SAL	--		N CAREERS	3/31/08		
9						--					
10						--					
11						--					
12						--					
13						--					
14						--					
15						--					
F10=Class List F11=Periods F14=Grad Req F18=Cors. Offered Cancel? N											
MA b										08/005	

Items to note:

- Courses can be dropped by typing over an existing course with a new course and section, blanking out the line for the course to be dropped, or by typing \*DROP over the course name to be dropped. Using the \*DROP guarantees that a record of the dropped course will be kept. Also, if you use report SCH.593 – Print Add/Drop Course Report, you must use the \*DROP procedure when dropping courses. Course dropped where no record is kept (i.e. blanking out the line), will not print on the report.
- Enter the Type of the course (i.e. R=required; E=electives; A=alternates, C=counselor assigned; P=prescheduled). *If Type left blank will default to E. Entering a section will default Type to P*
- The graduation requirement the course can be applied to is in the 'Grad' columns *District + State*
- The link columns indicate the type of link the course is (C=couplet; L=linked to specified term; M=matched group link).
- Scheduling status can have a variety of codes. Following are a list of the possibilities:
  - 1 - means there is a single section conflict. There may be more than one section defined for the course but only one was available at the time of scheduling.
  - B - means there is a scheduling problem (for example, you may have tried to modify course requests or the master schedule during a scheduling run).

C - means there is a conflict in a prescheduled course. The section remains unchanged but the student is not enrolled.

D - means you selected \*DROP for a scheduled course. The section is selected but the student is no longer enrolled in the course.

L - means the course is not scheduled because of a conflict in one course in the same link group.

N - means no open sections of the course are available.

S - means the course is scheduled.

U - means there is an unresolved conflict between multiple sections of a course.

X - means this is an unexpanded link definition.

If a status field is blank, the request is either a new request, an unscheduled request, or an unused alternate.

*If you are making changes to request info, be sure to blank out or change the district + state grad req. info as needed.*

*If you are in any of the Function Displays be sure to press F12 if you are not making a change.....*

*You may inadvertently change a request. If you want to make changes from Function Display you should do so from a blank line.*

## Mass Change Course Request – SCH.650

This program enables you to generate a batch request for a mass change to the Course Request file. You can use this program to remove all of the requests for a course from the request file, replace a course with a new course, explode a course or course section into several courses or sections, or combine two or more sections into a single section. **NOTE:** This is a batch job. When you complete the prompt screen and hit enter, you will be presented with a blank screen. DO NOT cancel at this point. You must hit enter through the blank prompt screen and the job submittal screen for the program to run. Following are different examples:

**Example 1** – Removes all the students in course B100 section 5 and assigns the course request of B100.

SCH	Mass Change Course Requests	Ref: SCH.650P.01
	District: <u>BCS</u>	
	School: <u>041</u>	
	Print Audit: <u>Y</u>	
	Locate this combination:	Create this combination:
Remove Course	Sec Term Grad Link Grades	Course Sec Term Grad Link Grades
Y B100 5		B100
Grad	= Graduation Requirement	
Link	= Linkage code Item.	
Grades	= Grading information Item.	
Term	= Preferred Term.	
	Grad, Link, & Grades are transferred by matching item numbers.	
	Any items left blank will not be transferred.	
	F3=Exit F4=Index F5=Reset F12=Cancel	

*Default on Print Audit is No – if you don't change this on every time, you have no way of knowing which students were effected.*

*"Created" courses are Request Type E.*

**Example 2** – Removes all the students who have courses B100 section 10, B200 section 10 and B300 section 10 and assigns them B100 section 15. Keep in mind students must have all three of the above courses in order to be removed.

SCH	Mass Change Course Requests										Ref: SCH.650P.01	
	District:		<u>BCS</u>									
	School:		<u>041</u>									
	Print Audit:		<u>Y</u>									
	Locate this combination:					Create this combination:						
Remove	Course	Sec	Term	Grad	Link	Grades	Course	Sec	Term	Grad	Link	Grades
Y	B100		10				B100		15			
Y	B200		10									
Y	B300		10									
Grad = Graduation Requirement Link = Linkage code Item. Grades = Grading information Item. Term = Preferred Term.												
Grad, Link, & Grades are transferred by matching item numbers. Any items left blank will not be transferred.												
F3=Exit F4=Index F5=Reset F12=Cancel												

**Example 3** – Will produce a listing of students who have course B100 section 10 and B200 section, without removing the courses.

SCH	Mass Change Course Requests										Ref: SCH.650P.01	
	District:		<u>BCS</u>									
	School:		<u>041</u>									
	Print Audit:		<u>Y</u>									
	Locate this combination:					Create this combination:						
Remove	Course	Sec	Term	Grad	Link	Grades	Course	Sec	Term	Grad	Link	Grades
N	B100		10									
N	B200		10									
Grad = Graduation Requirement Link = Linkage code Item. Grades = Grading information Item. Term = Preferred Term.												
Grad, Link, & Grades are transferred by matching item numbers. Any items left blank will not be transferred.												
F3=Exit F4=Index F5=Reset F12=Cancel												



## Automatic Student Scheduling – SCH.610

This program enables you to assign students to course sections for an entire school. You can sort students into priority groups for scheduling purposes. Run this program as many times as necessary and select various options to achieve the desired result.

SCH	Automatic Student Scheduling	Ref: SCH.610P.01
	Scheduling for District: BCS School: 041	
	PRE-SORT students prior to scheduling run?	Y
	Do you want to RESET any prior scheduling?	N Only Term:
	Allow Courses to FILL beyond maximum size?	N
	Try ALL possible combinations (if needed)?	Y
	Assign STUDY HALLS to unscheduled periods?	N
	MONITOR scheduling progress by student?	Y
	Use Alternate Match Group Numbers?	N
	F3=Exit F4=Index F5=Reset F12=Cancel	

*PRE-SORT students prior to scheduling run:* Answering 'Y' to this question brings up a screen that allows for certain groups of students to be given priority when the scheduler is run. The pre-sort screen is explained later in this document.

*Do you want to RESET any prior scheduling:* Answering 'Y' to this question will unschedule anything that was previously scheduled (i.e. SCH.610 was ran previously). It will NOT reset items that have prescheduled.

*Allow Courses to FILL beyond maximum size:* Answering 'Y' will fill the courses you specified within SCH.101 – Scheduling Options to allow to overfill. Remember, it will overfill beyond the preferred, up to the absolute maximum entered in the master schedule (SCH.320).

*Try ALL possible combinations (if needed):* The automatic scheduler will try all combinations that are possible when scheduling students. Answering 'N' to this may result in a lower percentage.

*Assign STUDY HALLS to unscheduled periods:* Entering 'Y' means you want the system to fill all unscheduled periods in a student's schedule with study hall assignments. The course STUDY must be setup in SCH.310 – Courses and the appropriate sections are to be defined in SCH.320 – Master Schedule.

*MONITOR scheduling progress by student:* Indicating 'Y' means you want to monitor the scheduling run as the system processes each student. Use program SCH.610Q - Automatic Scheduling Status. You can cancel the run at any time.

*Use Alternate Match Group Numbers:* If you typed 'Y' in the ALLOW LINKING field and '3' in the MATCH GROUP NUMBER field in SCH.101 – Scheduling Options, and you typed a number in the ALTERNATE field in the Master Schedule (SCH.320), you can use alternate numbers during scheduling by typing 'Y' in this field. (NOTE: It is best to use this option after you have attempted to use primary match group numbers.)

If you answered 'Y' in the PRE-SORT students prior to scheduling run field, the following screen will appear upon hitting enter.

SCH	Automatic Student Scheduling	Ref: SCH.610P.02
Students with highest combination of points are scheduled first		
Courses Requested with:		
	Points	
1 Section.....	<u>5000</u>	
2 Sections.....	<u>4000</u>	
3 Sections.....	<u>3000</u>	
4 Sections.....	<u>2000</u>	
Prior Conflict..		
Students In:		
		SKIP
Class <u>12</u> .....	<u>500</u>	? -
Class <u>11</u> .....	<u>400</u>	? -
Class <u>10</u> .....	<u>300</u>	? -
Class <u>09</u> .....	<u>200</u>	? <u>Y</u>
Class <u>  </u> .....	<u>  </u>	? -
Students Assigned:		
Tag <u>TRB</u> .....	<u>9000</u>	
Tag <u>BRD</u> .....	<u>9999</u>	
Tag <u>  </u> .....	<u>  </u>	
F3=Exit F4=Index F5=Reset F12=Cancel		

You can prioritize courses with up to 5 sections and class levels within the building. Those with a higher amount, will be scheduled first. Students that have been tagged, can also be given a higher priority.

You can also skip any classes by typing a Y under the SKIP column next to the class level to skip.

*TIP:* A quick “conflict matrix” is to run the scheduler (SCH.610) the first time and answer Y to ‘Allow courses to fill beyond the maximum size’. Print a master schedule (SCH.560) and then run the scheduler again and answer N to the ‘Allow courses....’ Print another master schedule and compare the two.

## Automatic Scheduling Status – SCH.610Q

If you chose to Monitor the automatic scheduler (SCH.610), you can access this program to view the progress of an automatic scheduling run for your entire school. If the scheduling run is producing unsatisfactory results, you can cancel the run by typing Y (YES) in the CANCEL? Field. You can always view the results of the most recent automatic scheduling run. This screen is display only. You cannot change the information in any of these fields from this screen.

SCH	Automatic Scheduling Status				Ref: SCH.610Q.11
School: 041 District: BCS	Run: 5/06/02	Start: 13:23:17	Stop: 13:28:04		
Step: LOAD RESET SORT SCHEDULE UPDATE				Time: 4.47	
	Processed	Complete	Problems	Male	Female
Students: 1764	1207	557	913	851	
			68.4 %	22126.8 Stu/Hour	
Requests: Overfill Allowed	Total	Type of Requests		Total	
Processed.....	26798	Pre-Scheduled.....		1455	
Scheduled.... ( 95.9 % )	25701	Required.....		20	
Multi Section Conflicts.....	461	Counselor Assigned..			
Link Conflicts.....	350	Electives.....		25323	
No Open Sections.....	98	Master Schedule			
Single Section Conflicts.....	181	Sections Loaded.....		1335	
Pre-Scheduling Conflicts.....	7				
Alternates: Input	Tried	Used			
Processing: 1476 Level-1	997 Level-2	904 Level-3	Level-4		
					EXIT? <u>Y</u>

→ Students are considered "complete" only if ALL REQUESTS on Sch.410 are scheduled. This includes Alternates + Extra Requests. If a student only has 2 Requests that are both Status S - they are considered complete. "Complete" students do not show on error reports.

## Assign Homerooms from Scheduling – SCH.638

Use this program to define and maintain homeroom number and teacher assignments for any period scheduled. For example, if the first period is always considered homeroom, the system automatically assigns each student's first period class as homeroom.

SCH	Assign Homerooms from Scheduling	Ref: SCH.638P.01
Process for:		
District: <u>BCS</u>		
School: <u>041</u>		
Term: <u>1</u>		
Period: <u>02</u>		
Limit to:		
Teacher: _____		
Reset Prior Assignments? <u>Y</u>		
F3=Exit F4=Index F5=Reset F12=Cancel		

## Class List Maintenance – SCH.415

Use this program to add or delete a student from a course, or to move students from one course to another course.

SCH				Class List Maintenance				Ref: SCH.415 .11			
District ZPS		School TST		Term 1		Period 01					
Teacher KOSTICK BARB		Room 111		Class Held MTWRF		Subject FR ENG SM1					
CMD	File ID	Name	Course	Sec	CMD	File ID	Name	Course	Sec		
-	591	SCHIPPER, MICH	ENG1	1	-			ENG1	1		
-	568	SCHREUR, RANDA	ENG1	1	-			ENG1	1		
D	577	TERHAAR, BROOK	ENG1	1	-			ENG1	1		
-	579	VANDENBOSCH, S	ENG1	1	-			ENG1	1		
-	576	WEAVER, NICHOL	ENG1	1	-			ENG1	1		
M	145	WEENUM, JILL M	ANG1	2	-			ENG1	1		
-	129	YAHN, VALERIE	ENG1	1	-			ENG1	1		
A	1777		ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
-			ENG1	1	-			ENG1	1		
More...											
Valid Commands: A D M      F3=Exit    F12=Cancel											

To delete a student from the course and section, type 'D' in the CMD column next to the student to remove from the course.

To move a student from the current course and section, to a different course and/or section, type 'M' in the CMD column next to the student to move. To the right of the student specify the course and/or section into which the student should be moved.

To add a student into the current course and section, move your cursor to a blank line, type 'A' in the CMD column and the student number to add to the class.

NOTE: Be sure to hit enter after doing any of the above changes. Hitting F3 or F12 prior to hitting enter will not save the requested changes.

*Adds - show Add date on Sch.410; Request type = E, Status = S.*

*Drops - removes course completely from Sch.410 - no record of Add + drop dates.*

*Moves - replaces old course on Sch.410 - shows Add date but does not record drop date on original course; Request type = E, Status = S.*

11/16/07 FY 08 MAISD TEST ENVIRONMENT DISTRICT 11:19:50 QPADEV0068  
 CMTSMS Course Availabilty by Period Inquiry.....CMT Ref: SC.320 .01

District: SLW School: 100 Term: 2 Period: 03

11/16/07 FY 08 MAISD TEST ENVIRONMENT DISTRICT 11:20:01 QPADEV0068  
 SMS Course Availabilty by Period Inquiry Ref: SC.320 .02  
 District: SLW School: 100 Term: 2 Period: 03

Position to Course:		Section:						
Course Title	Sec	Teacher	Room	Days	Max#	Pref#	Enrl#	
ALG1A ALGEBRA 1A	10	JONES	MTH	MTWRF	35	25	1	
APLITA AP LIT A	10	PHELPS	ENG	MTWRF	35	25		
BCOMP BUS COMPOSI	10	RANSOM	BUS	MTWRF	35	25		
CERAM CERAMICS	10	BRUCE	ART	MTWRF	35	25		
CHEMA CHEMISTRY A	10	JACKSON	SCI	MTWRF	35	25		
CHEMB CHEMISTRY B	10	ZIMMER	SCI	MTWRF	35	25		
CIVICS CIVICS	10	BARNEY	SST	MTWRF	35	25		
ENG2A ENGLISH 2A	10	SYDNEY	ENG	MTWRF	35	25		
GEOA GEOMETRY A	10	HOWARD	MTH 104	MTWRF	35	25	3	
GRAM GRAMMAR	10	WELLS	SPA	MTWRF	35	25		
HLTH B HEALTH ED B	10	BOWMAN	PE	MTWRF	35	25		
MIHIST MICH HISTORY	10	MICHAEL	HIST	MTWRF	35	25		
OFFICE OFFICE AIDE	7	COUNSELOR 1		MTWRF	35	25		

--END--

Bottom

THIS PAGE INTENTIONALLY LEFT BLANK

## **How Many Ways to Print a Student Schedule?**

THIS PAGE INTENTIONALLY LEFT BLANK

Student No: 766611 SUSAN L. MILLER  
Dis: SLW Sch: 100 HIGH SCHOOL Class: 11 Year: 03

FEMALE Age: 16  
Phone: 719-1980

Pd Subject	TchrId	Room	Term	Pd Subject	TchrId	Room	Term
00 ENG 3 ALL YR	SYDN E	101	12	05 BAND	MASO N	BAND	YEAR
00 FIRST AID	BOWM P	201	TR3				
01 CROSS TRAIN	BOWM P	202	TR1				
01 ENVIR AWARE	ZIMM E	304	TR2				
01 FITNESS	BOWM P	GYM	TR3				
02 SPAN 1A	WELL S	403	TR1				
02 SPAN 1B	WELL S	403	TR2				
02 CPR	BOWM P	402	TR3				
03 DESKTOP PUBL	RANS O	202	TR1				
03 GEOMETRY A	HOWA R	104	TR2				
03 GEOMETRY B	HOWA R	104	TR3				
04 BIOLOGY 1A	JACK S	LAB	TR1				
04 BIOLOGY 1B	JACK S	LAB	TR2				
04 YEARBOOK	THOM A	404	TR3				

F3=Exit

F11=Detail

F12=Cancel

Sch. 410  
Change Student  
F2  
Print Screen

(note sort sequence)

Student No: 766611 SUSAN L. MILLER  
 Dis: SLW Sch: 100 HIGH SCHOOL Class: 11 Year: 08

Period	Subject	Instructor	Room	Days	Term	Course	Sec
00	ENG 3 ALL YR	SYDNEY	ENG 101	MTWRF	TR1	ENG3	100
01	CROSS TRAIN	BOWMAN	PE 202	MTWRF	TR1	CROSS	11
02	SPAN 1A	WELLS	SPA 403	MTWRF	TR1	SPAN1A	3
03	DESKTOP PUBL	RANSOM	BUS 202	MTWRF	TR1	DESK	1
04	BIOLOGY 1A	JACKSON	SCI LAB	MTWRF	TR1	BIO1A	5
05	BAND	MASON	BAND BAND	MTWRF	TR1	BAND	2
00	ENG 3 ALL YR	SYDNEY	ENG 101	MTWRF	TR2	ENG3	100
01	ENVIR AWARE	ZIMMER	SCI 304	MTWRF	TR2	ENVIR	8
02	SPAN 1B	WELLS	SPA 403	MTWRF	TR2	SPAN1B	9
03	GEOMETRY A	HOWARD	MTH 104	MTWRF	TR2	GEOA	10
04	BIOLOGY 1B	JACKSON	SCI LAB	MTWRF	TR2	BIO1B	11
05	BAND	MASON	BAND BAND	MTWRF	TR2	BAND	2
00	FIRST AID	BOWMAN	PE 201	MTWRF	TR3	FIRSTA	13
01	FITNESS	BOWMAN	PE GYM	MTWRF	TR3	FIT	14

F3=Exit

F12=Cancel

Sch. 410

Change Student

F2

F11

Print screen

(note sort sequence)

Re: MILLER, SUSAN L.  
ID 000766611  
Class 11  
Home Room

To: FATHER MILLER  
PO BOX 12  
MUSKEGON MI 49443  
Enrolled 9/04/07 Phone 719-1980

-----  
Counselor COUNSELOR 2            PRIMARY            FATHER MILLER            Lckr  
-----

Period	Subject	Instructor	Room	Days	Term	Course	Sec
00	ENG 3 ALL YR	SYDNEY	ENG 101	MTWRF	TR2	ENG3	100
01	ENVIR AWARE	ZIMMER	SCI 304	MTWRF	TR2	ENVIR	8
02	SPAN 1B	WELLS	SPA 403	MTWRF	TR2	SPAN1B	9
03	GEOMETRY A	HOWARD	MTH 104	MTWRF	TR2	GEOA	10
04	BIOLOGY 1B	JACKSON	SCI LAB	MTWRF	TR2	BIO1B	11
05	BAND	MASON	BAND BAND	MTWRF	TR2	BAND	2

Sch. 410

Process

Student #

Process = 2

Term = 2 - optional

HAPPY DAYS HIGH SCHOOL  
HAPPY DAYS PUBLIC SCHOOL DISTRICT

11:06:37 Student No. 766611  
11/16/07 FY: 08 Ref: SCH.581

Re: MILLER, SUSAN L.  
 ID 000766611  
 Class 11  
 Home Room

To: FATHER MILLER  
 PO BOX 12  
 MUSKEGON MI 49443  
 Enrolled 9/04/07

Phone 719-1980

Period	Subject	Instructor	Room	Days	Term	Course	Sec
						ENG3	100
00	ENG 3 ALL YR	SYDNEY	ENG 101	MTWRF	12	FIRSTA	13
00	FIRST AID	BOWMAN	PE 201	MTWRF	TR3	CROSS	11
01	CROSS TRAIN	BOWMAN	PE 202	MTWRF	TR1	ENVIR	8
01	ENVIR AWARE	ZIMMER	SCI 304	MTWRF	TR2	FIT	14
01	FITNESS	BOWMAN	PE GYM	MTWRF	TR3	CPR	15
02	CPR	BOWMAN	PE 402	MTWRF	TR3	SPAN1A	3
02	SPAN 1A	WELLS	SPA 403	MTWRF	TR1	SPAN1B	9
02	SPAN 1B	WELLS	SPA 403	MTWRF	TR2	DESK	1
03	DESKTOP PUBL	RANSOM	BUS 202	MTWRF	TR1	GEOA	10
03	GEOMETRY A	HOWARD	MTH 104	MTWRF	TR2	GEOB	16
03	GEOMETRY B	HOWARD	MTH 104	MTWRF	TR3	BIO1A	5
04	BIOLOGY 1A	JACKSON	SCI LAB	MTWRF	TR1	BIO1B	11
04	BIOLOGY 1B	JACKSON	SCI LAB	MTWRF	TR2	YEARBK	4
04	YEARBOOK	THOMAS	ELE 404	MTWRF	TR3	BAND	2
05	BAND	MASON	BAND BAND	MTWRF	YEAR		

HAPPY DAYS HIGH SCHOOL  
 HAPPY DAYS PUBLIC SCHOOL DISTRICT

9:31:06 Student No. 766611  
 11/27/07 FY: 08 Ref: SCH.581

Sch. 581  
 Homeroom Teacher  
 Limited to Student  
 "GR" printer

Re: MILLER, SUSAN L.  
ID 000766611  
Class 11  
Home Room

To: FATHER MILLER  
PO BOX 12  
MUSKEGON MI 49443  
Enrolled 9/04/07

Phone 719-1980

Period	Subject	Instructor	Room	Days	Term	Course	Sec
00	ENG 3 ALL YR	SYDNEY	ENG 101	MTWRF	TR1	ENG3	100
01	CROSS TRAIN	BOWMAN	PE 202	MTWRF	TR1	CROSS	11
02	SPAN 1A	WELLS	SPA 403	MTWRF	TR1	SPAN1A	3
03	DESKTOP PUBL	RANSOM	BUS 202	MTWRF	TR1	DESK	1
04	BIOLOGY 1A	JACKSON	SCI LAB	MTWRF	TR1	BIO1A	5
05	BAND	MASON	BAND BAND	MTWRF	TR1	BAND	2
00	ENG 3 ALL YR	SYDNEY	ENG 101	MTWRF	TR2	ENG3	100
01	ENVIR AWARE	ZIMMER	SCI 304	MTWRF	TR2	ENVIR	8
02	SPAN 1B	WELLS	SPA 403	MTWRF	TR2	SPAN1B	9
03	GEOMETRY A	HOWARD	MTH 104	MTWRF	TR2	GEOA	10
04	BIOLOGY 1B	JACKSON	SCI LAB	MTWRF	TR2	BIO1B	11
05	BAND	MASON	BAND BAND	MTWRF	TR2	BAND	2
00	FIRST AID	BOWMAN	PE 201	MTWRF	TR3	FIRSTA	13
01	FITNESS	BOWMAN	PE GYM	MTWRF	TR3	FIT	14
02	CPR	BOWMAN	PE 402	MTWRF	TR3	CPR	15
03	GEOMETRY B	HOWARD	MTH 104	MTWRF	TR3	GEOB	16
04	YEARBOOK	THOMAS	ELE 404	MTWRF	TR3	YEARBK	4
05	BAND	MASON	BAND BAND	MTWRF	TR3	BAND	2

HAPPY DAYS HIGH SCHOOL  
HAPPY DAYS PUBLIC SCHOOL DISTRICT

9:31:28 Student No. 766611  
11/27/07 FY: 08 Ref: SCH.581

Sch. 581

Contact Name

Alternate sequence = Y

Limit to student

"GR" printer

11 MILLER, SUSAN L.  
 dob: 6/26/91 place: MUSKEGON  
 UIC#: 9876543210  
 addr: 1234 S MAIN ST  
 mail: PO BOX 12  
 pri cont: MILLER, FATHER  
 sec cont:  
 emerg 1 MILLER FATHER  
 conts 3 GRIMM RANDY

766611 sex: F home phone: 719-1980  
 a.m. bus: p.m. bus:  
 age: 16 r111607  
 MUSKEGON, MI 49443 SLW  
 MUSKEGON, MI 49443 100  
 wk:  
 wk:  
 FATHER 231-7191980  
 7731234

enr: 9/06/05

spec instr ln 1:  
 hr: hr tchr: MASON BAND locker:

term	per	subject	teacher	room	course	sec	cred:
12	00	ENG 3 ALL YR	SYDNEY	ENG 101	ENG3	100	5.995
TR3	00	FIRST AID	BOWMAN	PE 201	FIRSTA	13	.666
TR1	01	CROSS TRAIN	BOWMAN	PE 202	CROSS	11	.333
TR2	01	ENVIR AWARE	ZIMMER	SCI 304	ENVIR	8	.333
TR3	01	FITNESS	BOWMAN	PE GYM	FIT	14	.333
TR3	02	CPR	BOWMAN	PE 402	CPR	15	.333
TR1	02	SPAN 1A	WELLS	SPA 403	SPAN1A	3	.333
TR2	02	SPAN 1B	WELLS	SPA 403	SPAN1B	9	.333
TR1	03	DESKTOP PUBL	RANSOM	BUS 202	DESK	1	.333
TR2	03	GEOMETRY A	HOWARD	MTH 104	GEOA	10	.333
TR3	03	GEOMETRY B	HOWARD	MTH 104	GEOB	16	.333
TR1	04	BIOLOGY 1A	JACKSON	SCI LAB	BIOLA	5	.333
TR2	04	BIOLOGY 1B	JACKSON	SCI LAB	BIO1B	11	.333
TR3	04	YEARBOOK	THOMAS	ELE 404	YEARBK	4	.333
YEAR	05	BAND	MASON	BAND BAND	BAND	2	1.000

AOS.560

Changes only = N  
 Limited to Student  
 Laser Printer = Y  
 Option 5

Card 1 : Row 1, Column 4  
 Card 2 : Row 45, Column 4

"GR" Printer

\* credits are not accurate for Trimester Schools \*  
 also Note sort sequence