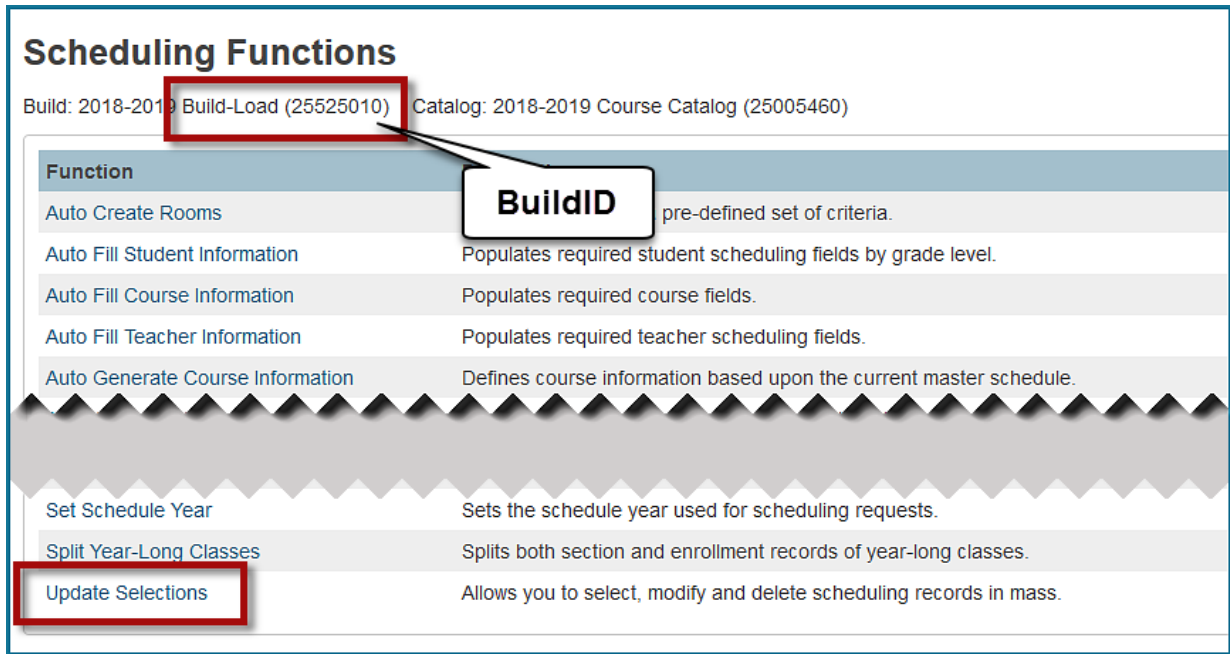

Update Selection - Edit Section Max Enrollment

Version 2.0 • February 21, 2018

The Update Selections Function can be used to edit the Max Enrollment for the selected sections *after the BUILD has been imported, or you have created sections by hand.*

Determine your Build ID

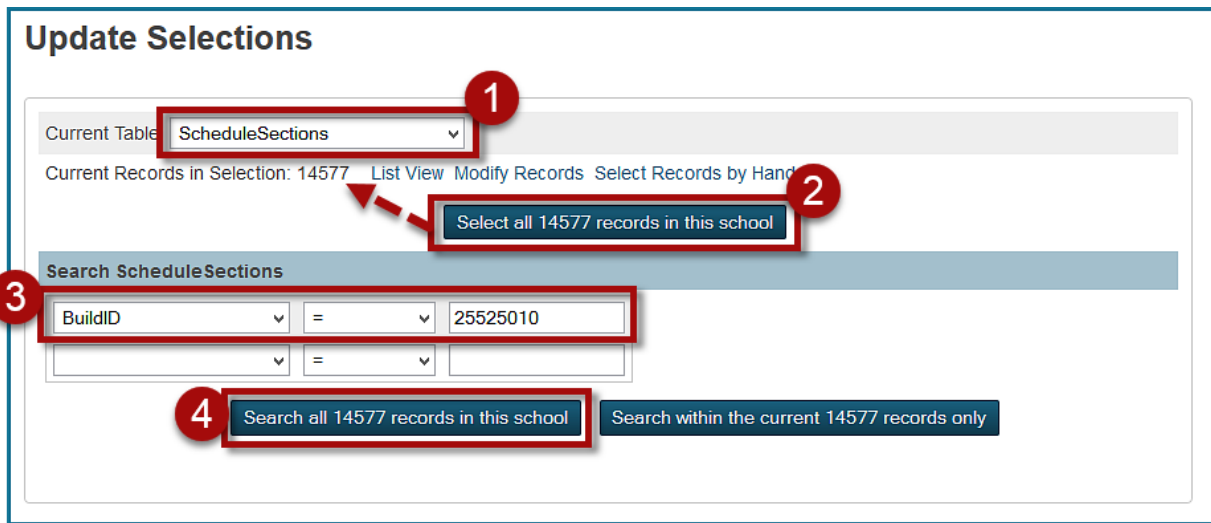
1. In **PowerScheduler**, under Tools, select **Functions**.
2. On the **Scheduling Functions** page, note the **BuildID** in the page header.
3. Select **Update Selections**.



Function	Description
Auto Create Rooms	pre-defined set of criteria.
Auto Fill Student Information	Populates required student scheduling fields by grade level.
Auto Fill Course Information	Populates required course fields.
Auto Fill Teacher Information	Populates required teacher scheduling fields.
Auto Generate Course Information	Defines course information based upon the current master schedule.
Set Schedule Year	Sets the schedule year used for scheduling requests.
Split Year-Long Classes	Splits both section and enrollment records of year-long classes.
Update Selections	Allows you to select, modify and delete scheduling records in mass.

Find all Sections that match your BuildID:

1. From the **Current Table** drop down, select **ScheduleSections**.
2. Click **Search all (xxx) records in this school**.
3. Under **Search ScheduleSections**, enter the following:
 - a. Select **BuildID** from the drop-down menu = *enter the BuildID*
4. Click **Search all (xxx) records in this school**.



Update Selections

Current Table: ScheduleSections 1

Current Records in Selection: 14577 [List View](#) [Modify Records](#) [Select Records by Hand](#) 2

Select all 14577 records in this school

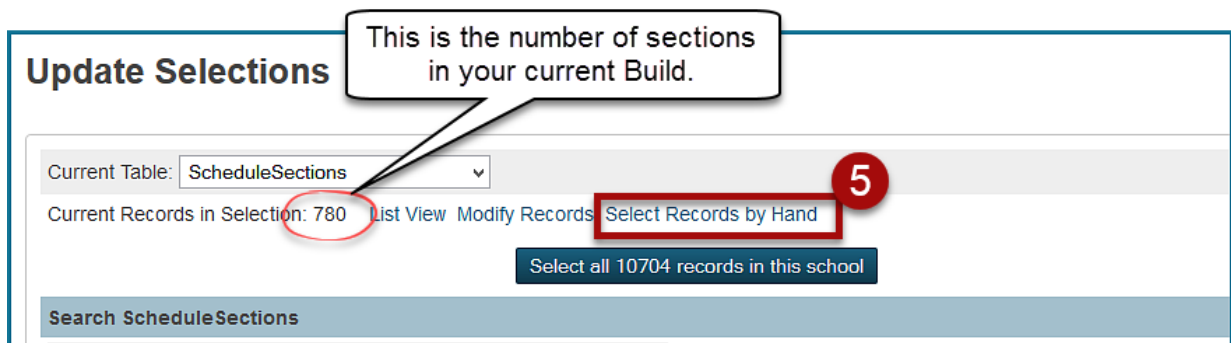
Search ScheduleSections

BuildID = 25525010 3

Search all 14577 records in this school Search within the current 14577 records only 4

Notice the **Current Records in Selection** number reduces. This is the total number of sections in your current Build.

5. Click **Select Records by Hand**.



Update Selections

Current Table: ScheduleSections

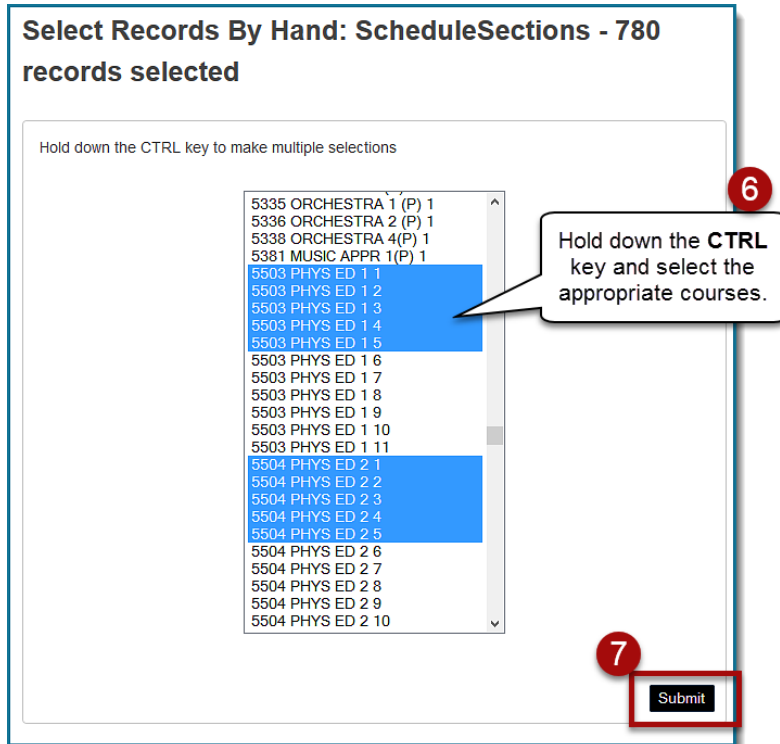
Current Records in Selection: 780 [List View](#) [Modify Records](#) Select Records by Hand 5

Select all 10704 records in this school

Search ScheduleSections

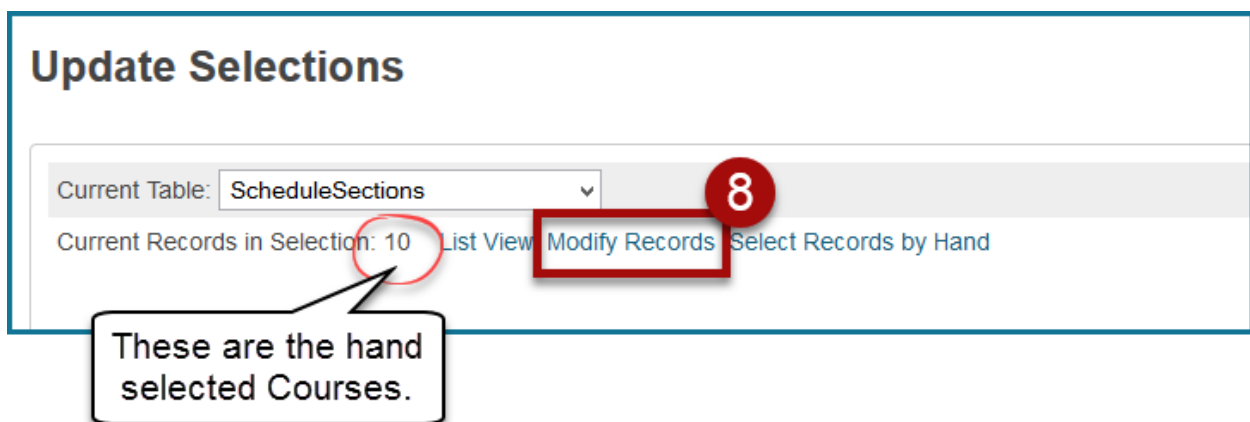
This is the number of sections in your current Build.

6. On the **Select Records by Hand** page, hold the **CTRL** key down while selecting the appropriate courses.
7. Click **Submit**.



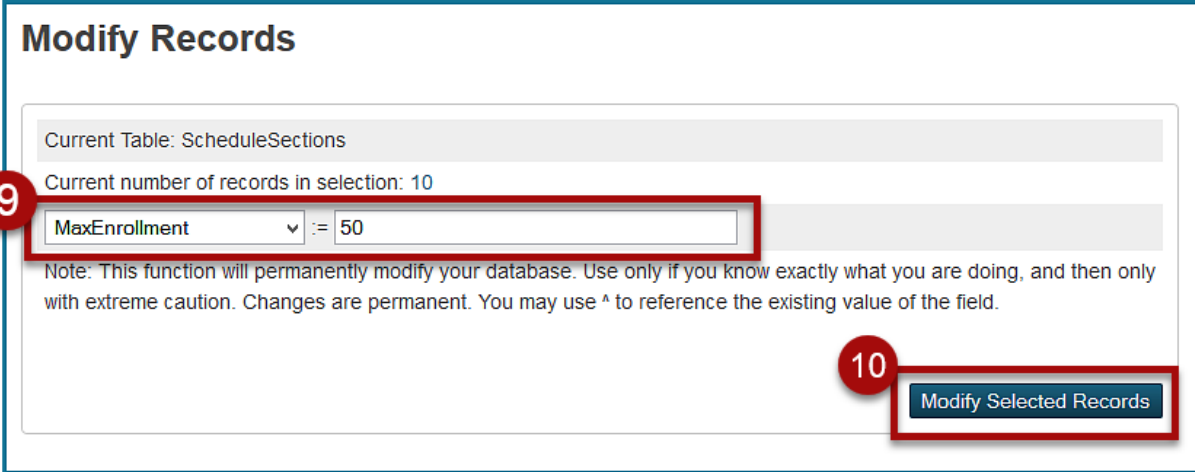
Back on the Update Selections page, notice the Current Records in Selection reflects the courses you hand selected..

8. Click **Modify Records**.



On the Modify Records page, enter the following information:

9. Select **MaxEnrollment** from the drop-down menu=*enter the new max enrollment number*
10. Click **Modify Selected Records**.



Modify Records

Current Table: ScheduleSections

Current number of records in selection: 10

9 :=

Note: This function will permanently modify your database. Use only if you know exactly what you are doing, and then only with extreme caution. Changes are permanent. You may use ^ to reference the existing value of the field.

10

Check the selected sections to verify the change.