How do I hide next yearâ€™s schedule from teachers?

There is a district-wide setting to open or restrict Schedule display. To hide next yearâ€™s schedule from teachers you can set the District Configuration to show only â€œCurrent & Priorâ€ Schedules. Go to Administration > District Resources > District Configuration > set â€œShow

Which Schedule(s)â€ to = Current & Prior.

Note: To give select staff such as Guidance Counselors or Administrators the ability to view next year schedules you will have to give that staff member access to future student and teacher schedules. Go to Security System > Assign Teacher Access > search for the staff member. Click on Future Student Schedules > Check All Teachers and Submit. Click on Future Teacher Schedules > Check All Teachers and Submit.

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