

Confirm that Students Are Enrolled in the Correct Courses for Their Grade and Program

Question: How would I find out if there are students who are enrolled in less or more than the prescribed number of courses for their grade and program?

Answer: Try out this very powerful 3-part, Compound Search Command:

***number_of_classes>7**

This Search Command returns all of the students in a school who are enrolled in **more than 7** courses. You can change the number of courses to fit the grade/program for which you're searching. Consult the Excel workbook entitled *Dependent Sections K-8-Revised June 2016*. According to this workbook, for example, students in Gr.2 English Prime have a total of 7 courses.



Grade_Level=2 Specify the grade level.



U_StudentDemographic.ProgramOfStudy=English Prime Check out the *Program of Study – Reports and Search Commands* job aid for other programs.

Putting It Together

The resulting Compound Search Command looks like this:

Start Page

Students Staff Parents

*number_of_classes>7;grade_level=2;U_StudentDemographic.ProgramOfStudy=English Prime



Be sure to:

1. Add a **;** between each Search Command—with no spaces.
2. Enter the 3 Search Commands in the **order shown**.

PowerSchool will return any Gr. 2 English Prime students who are enrolled in more than 7 courses. In the “Current Student Selection” section of the Start Page, you can then click on each student. Next, on the “All Enrollments” page, you can identify the courses that need to be deleted. Finally, you can take care of the actual deletions on the “Modify Schedule” page by checking the unnecessary courses and clicking “Drop Selected.”

