## Things to check before running Honor Roll:

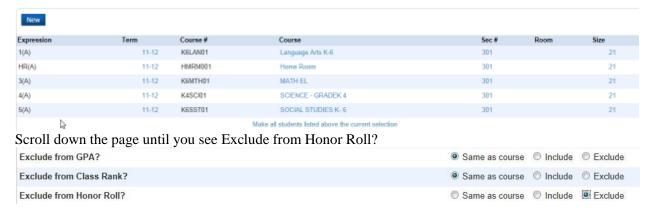
Before running honor rolls, you will need to exclude any sections that should not be included in the honor roll selection. PE, Music K6 Art and Venture are excluded at the course level, so those do not have to be changed. However, 3<sup>rd</sup> Grade Science and Social Studies need to be excluded at the section level.

How to exclude:

Select Teacher schedules from the PowerSchool start page

Select a teacher

Click the section number under the Sec# column for the section to be excluded



Choose Exclude

Click Submit

\*\*\*Caution Do not change any other options on this page except the exclude options that are needed.