

Class Content Class Info Window

How do I display this window?

1. Select a class from the Classes pane.
2. Click the **Class Content** tab.
3. Click **Class Info** mode.

What is the purpose of this window?

[About Class Content](#)

What can I do on this window?

View Class Information

[View Class Information](#)

Work with Class Information

[Add Class Descriptions](#)

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What do the fields on this window mean?

The following tables describe the fields that are visible on this window when performing certain functions.

Field	Description
Course Name	The name of the class appears.
Section Number	The section number of the class appears.
Periods/Days	The period/day combination for the class appears.
Room	The room number for the class appears.
Term	The term for the class appears.
Start	The first day of class appears.
End	The last day of class appears.
Grade Scale	The name of the grade scale associated with the class appears.
Custom Display Name	Enter the name of the section as you want it to appear in the class list. Note: The Choose the Name used to distinguish sections in the class list option on the Preferences window must be set to Custom Display Name in order for the custom name to appear in the class list.
Description	Detailed information about the class. This information may be shared with administrators, parents, and students. Enter the description of the class using plain text, HTML, or a combination of both.

	<p>Note: Spell check enabled field.</p> <p>For example: [Plain text] This class focuses upon writing essays for a variety of purposes; addressing different audience types; experimenting with different forms of expression; practicing techniques for developing and arranging ideas; and building vocabulary, grammar, syntax, and related skills.</p> <p>Please refer to the following resources: [HTML describing the resources, showing pictures, and links to these sites.]</p>
Add Web Link	Click to add a Web link to the class description. The Add Web Link dialog appears.
Revert	Click to discard any changes you made. Note: This button appears shaded until information is entered.
Save	Click to save your changes. Note: This button appears shaded until information is entered.