

Copy course template grade category weights and credit hours

Feature Description:

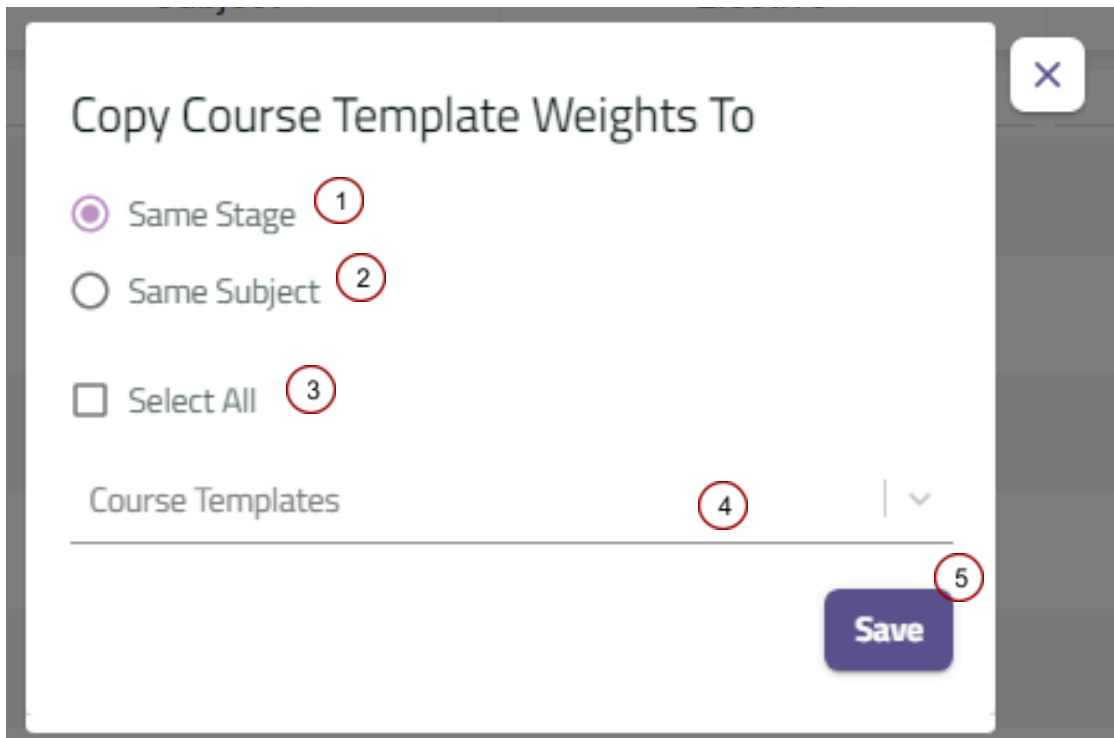
It is now easier to copy the Gradebook settings **if it is the same settings** from a course template to another with simple steps instead of adding the settings to each course template.

Feature Path:

- Log in to the admin account, select the existing year from the side menu, **Gradebook**, select semester, manage list, click on **copy** from the actions menu of the course template.

How To:

To Copy Gradebook setting (Category Weights and Credit hours) of a course template to another:



- 1-Select "**Same Stage**" to copy the settings to course templates in the same stage.
- 2-Select "**Same Subject**" to copy the settings to course templates of the same subject.
- 3-Check "**Select All**" to Select all course templates based on the choice (**Same Stage/Same Subject**).
- 4-Shows the list of available course templates based on the choice (**Same Stage/Same Subject**).
- 5-Click on "**Save**" button to save the selection and apply the copying.

Feature Tips:

- This feature is used if the other course templates have the **same Grade categories weights** and **same Credit hours**.
- In the case of copy Gradebook settings of the **elective subjects**, it is available to copy **by subject only**.