Course Audit Report

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Report Logic | Generate the Course Audit Report

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Search Terms: Course Audit

The Course Audit report compares the grading setup between course masters and their associated courses to identify differences.

These differences could result from unpushed changes at the course master level or changes to unlocked elements of individual courses.
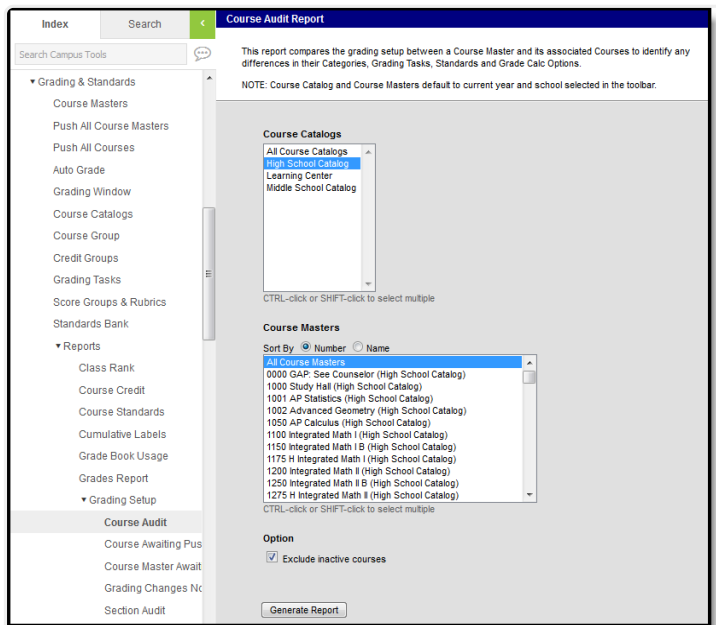

Image 1: Course Audit Report

Report Logic

This report looks at differences between the course master and associated courses in the following areas:

Course Master	Course
Grading Tasks	Grading Tasks
Standards	Standards
Categories	Categories

Course Master	Course
Grade Calc Options	Grade Calc Options

Generate the Course Audit Report

1. Select the **Course Catalog** to display a list of Course Masters. Options display based on the Calendar selected in the Campus toolbar.
2. Select the **Course Master(s)** to include in the report. The list can be sorted by number or alphabetically by name.
3. Leave the **Exclude inactive courses** checkbox marked to not report courses not flagged as Active.
4. Click the **Generate Report** button. The report displays in CSV format.

Image 2: CSV Example

The **Course Master Data** and **Course Data** columns of the report indicate the details of the differences in grading setup.