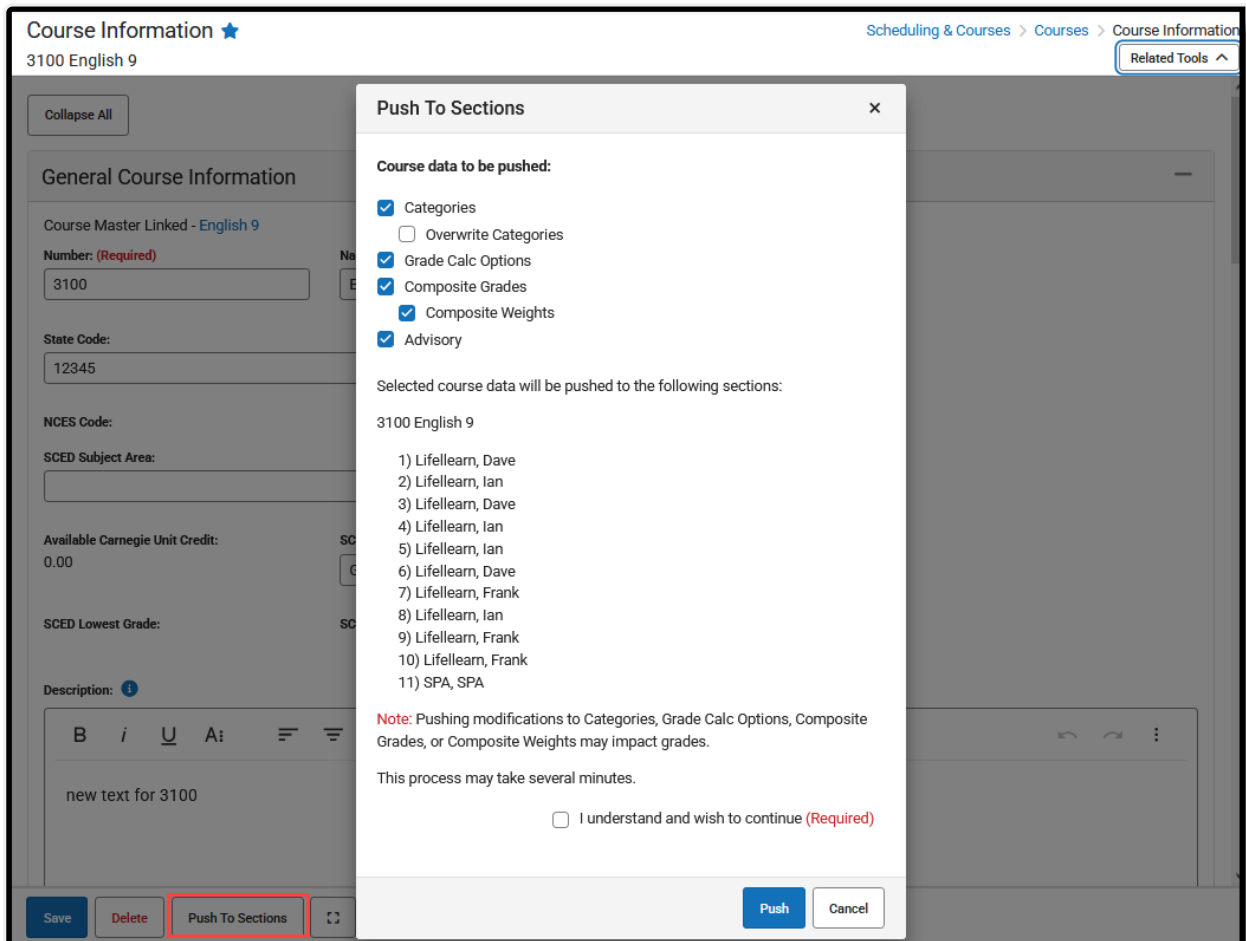


Push to Sections

Last Modified on 11/18/2025 2:32 pm CST

The **Push to Sections** option moves the grading setup from a course to its sections. Districts should exercise caution when moving changes to sections once classes are in session, as changes may affect grade calculations.



Course Information ★

3100 English 9

Related Tools ^

Collapse All

General Course Information

Course Master Linked - English 9

Number: (Required)

3100

State Code:

12345

NCES Code:

SCED Subject Area:

Available Carnegie Unit Credit:

0.00

SCED Lowest Grade:

Description: ⓘ

B i U A: ≡ ≡

new text for 3100

Save Delete Push To Sections ↺

Push Cancel

Push To Sections

Course data to be pushed:

- ☒ Categories
- ☐ Overwrite Categories
- ☒ Grade Calc Options
- ☒ Composite Grades
- ☒ Composite Weights
- ☒ Advisory

Selected course data will be pushed to the following sections:

3100 English 9

- 1) Lifellearn, Dave
- 2) Lifellearn, Ian
- 3) Lifellearn, Dave
- 4) Lifellearn, Ian
- 5) Lifellearn, Ian
- 6) Lifellearn, Dave
- 7) Lifellearn, Frank
- 8) Lifellearn, Ian
- 9) Lifellearn, Frank
- 10) Lifellearn, Frank
- 11) SPA, SPA

Note: Pushing modifications to Categories, Grade Calc Options, Composite Grades, or Composite Weights may impact grades.

This process may take several minutes.

☐ I understand and wish to continue (Required)

Push to Sections

Before you start

- When a category pushed from a course and a category created by the teacher in the section have the same name, the teacher's category is appended with (1) to distinguish it from the category from the course.
- Categories pushed to sections are locked from editing by teachers.
- Changes made to calculations in Grade Calc Options and Composite Grading may result in changes to students' grades once classes are in session.
- This option is NOT available when the course is a mapped Cross-Site Enrollment course.

This option requires **Read** rights to the Push to Sections subright. See the [Course Information Tool Rights](#) article for details.

Course information is the core reporting information **unless** the Section is populated. This means:

- Values populated in the Section Information fields take precedence over the values populated in the Course Information fields.
- Section Information fields appear blank unless they are populated manually.
- Section Information fields should only be populated when the values need to differ from the Course Information fields.

See the [Locked Fields on Course Information and Section Information](#) explanation on the [Course Catalog](#) article for details.

Push to Sections

1. Click **Push to Sections**.
2. In the pop-up that opens, **Categories**, **Grade Calc Options**, **Composite Grades** and **Weights**, and **Advisory** are automatically selected. Remove the checkbox for any course data that should not be pushed.
3. Mark **Overwrite Categories** when any categories at the section level should be overwritten with course-level data.
4. Review the list of sections and assigned teachers that will be updated with this push.
5. Mark the *I understand and wish to continue* checkbox to indicate that the changes have been reviewed.
6. Click **Push** to update sections with grading data from the course.