

Creating Smart Views for Course Sections in a Merged Course

This process will have to be done for each section in the merged course.

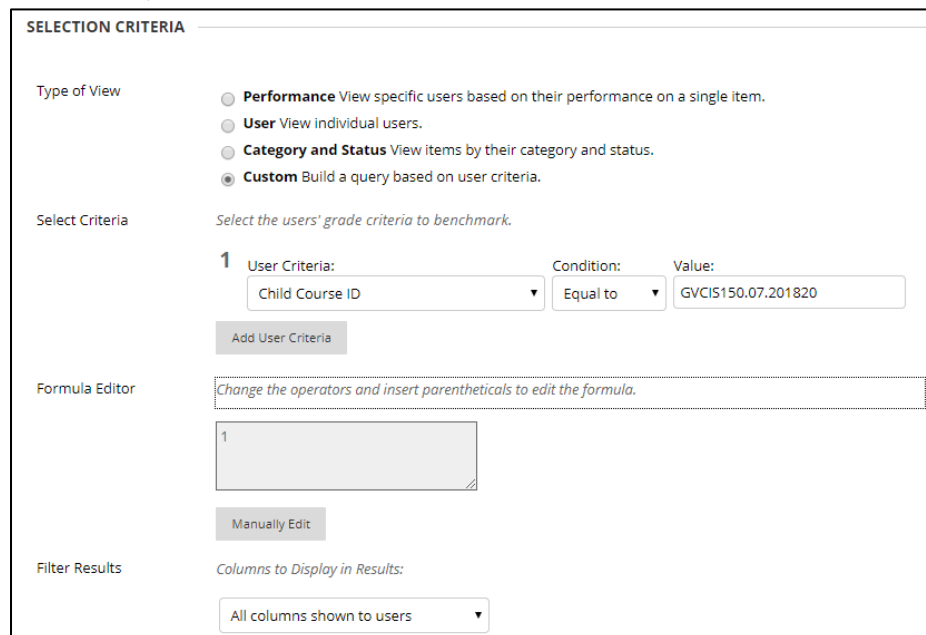
1. From the Grade Center, click Manage then Smart Views
2. Click "Create Smart View"
3. Enter a Name and Description (optional)
4. Check "Add as Favorite" to add the Smart View under Grade Center in the Control Panel



The screenshot shows a form titled "SMART VIEW INFORMATION". It contains the following fields and options:

- Name:** A text input field with an asterisk (*) indicating it is required.
- Description:** A larger text area for optional input.
- Type:** A dropdown menu currently set to "Custom".
- Add as Favorite:** A checkbox that is checked.

5. Select "Custom" for the Type of View
6. Under User Criteria select "Child Course ID"
7. Set the Condition to "Equal To"
8. Enter the child course ID of the section into the value text box
Note: The child course ID for each section can be found the Grade center under the Child Course ID column
9. Under Filter Results, select "All columns shown to users"



The screenshot shows a form titled "SELECTION CRITERIA". It contains the following sections and fields:

- Type of View:** Radio buttons for "Performance", "User", "Category and Status", and "Custom". "Custom" is selected.
- Select Criteria:** A section with the instruction "Select the users' grade criteria to benchmark." It includes a table with one row:

1	User Criteria:	Condition:	Value:
	Child Course ID	Equal to	GVCIS150.07.201820

Below the table is an "Add User Criteria" button.
- Formula Editor:** A text area with the instruction "Change the operators and insert parentheses to edit the formula." It contains the number "1". Below it is a "Manually Edit" button.
- Filter Results:** A section with the instruction "Columns to Display in Results:" and a dropdown menu set to "All columns shown to users".

10. Click Submit