

# Update Summer Day Setup

02/04/2026 2:50 pm EST

## Day Setup

***Navigation: Scheduling & Courses > Calendar Setup > Day Setup***



***Make sure the calendar context is the summer school calendar.***

- Click **Day Reset** ([Day Setup | Infinite Campus](https://kb.infinitecampus.com/help/day-setup#Days-DayReset)) to establish the instructional days (first instructional day to last instructional day)
- The **Start** and **End** date should be the instructional start and end dates for the summer school program.
- Check to fill missing days only and check the corresponding days for the summer school program.
- Click **Create Days** to update the calendar days.

In the example, the summer school program will only meet Monday - Thursday.

### Day Setup ☆

**Auto Create Calendar Days**

**Day Reset**  
This tool will generate a Day record for each day in the Calendar. If your calendar dates are year-round, or larger than the days you need to track, enter a smaller date range to only create Day records for days that have instructional meaning for this Schedule Structure. If this function is performed on an existing calendar, all days and day events will be lost outside the range you choose (Unless you choose 'Fill Missing Days Only').

**\*Start Date**  
06/23/2025

**\*End Date**  
07/18/2025

**Duration**  
0

**Fill Missing Days Only**  
  
Mon  Tue  Wed  Thu  Fri  Sat  Sun

**Create Days**

## Update Day Detail

***Navigation: Scheduling & Courses > Calendar Setup > Day Setup > Select a Day***

- Update the calendar days that will not be in session by clicking on the day and **unchecked School Day, Instruction, and Attendance**.

- **Save** any changes made to the day detail.

| Day Detail               |                          |                          |
|--------------------------|--------------------------|--------------------------|
| Date<br>07/03/2025       | Period Schedule          | Day #<br>24              |
| Summer School            | School Day               |                          |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Start Time               | Instruction              | Attendance               |
| <input type="text"/>     | <input type="text"/>     | <input type="text"/>     |
| Comments                 | Duration                 | 0                        |
| <input type="text"/>     |                          |                          |

  

| Day Events                                  |          |               |
|---|----------|---------------|
| Type  | Duration | Inst. Minutes |
| <input type="text"/>                        |          |               |
| <input type="button" value="Add DayEvent"/> |          |               |

  

| Blended Learning Groups  |  |  |
|---|--|--|
| <input type="text"/>  |  |  |
| <input type="button" value="Add Group"/>  |  |  |

## **Summer School** (<https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/summer-school>)

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