

Add Summer Section Staff History

10/03/2025 12:24 pm EDT

Add Section Staff

Navigation: Scheduling & Courses > Courses > Section Staff History

- Click **New Primary Teacher**.
- In Staff History Detail select the **teacher** from the dropdown menu.
- Click **Save**.
- Add any **New Teacher** or **Section Staff** as needed.
- Always **Save** any changes.

Section Staff History ☆

99329Z0SS-1 SS Homeroom Teacher: Summer School Teacher 1

Name	Assignment Start	Assignment End	Access Start	Access End	District Assignment	Role
There is no active primary teacher for this section.						

Assignment Start and End date fields should remain blank unless staff members start working in the section after the first day of the first scheduled term, or stop working in the section before the last day of the last scheduled term.

Access to this section is controlled by Access Start and End dates. To end a user's access to this section, enter an Access End Date.

Staff History Detail

Primary Teacher

Name: Dunn, Sharika **District Assignment**: **Role**:

Assignment

Start Date: **End Date**: **Percent**: **Minutes**:

Access to Section Dates

Unrestricted **Start Date**: **End Date**:

Date Range **Start Date**: **End Date**:

Comments:

Teacher Display Name on Section
Making a change to the Teacher Display Name here will update the value on the Section tab.

Continue using the current Teacher Display Name from the Section tab: Summer School Teacher 1
 Use a new Teacher Display Name on the Section tab: Dunn, Sharika

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

NCSIS Knowledgebase | Article: Add Summer Section Staff History | Last Updated: 10/03/2025 12:24 pm EDT

