Instructor Scheduled Time Report

Last Modified on 07/31/2020 10:25 am EDT

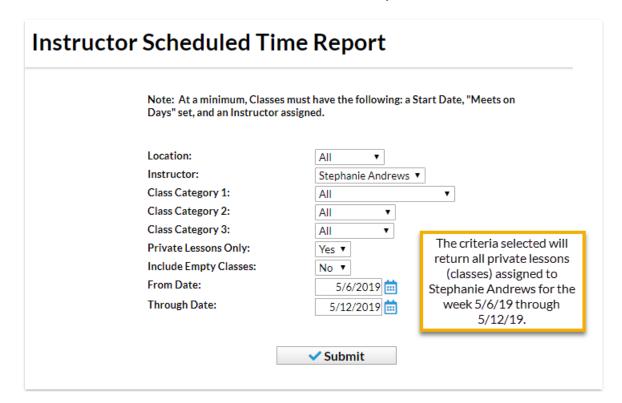
The Instructor Scheduled Time Report displays a summary of classes for each instructor.

From the Reports menu > Staff, the Instructor Scheduled Time Report can be found under the Staff tab.

- * Ensure a balance of teaching hours for each instructor.
- ★ Use as class rolls for private lessons.

Search Criteria

Use Search Criteria to narrow down results to the classes you want to work with.





The Instructor Scheduled Time Report is intended for viewing current enrollment. Future enrollments will not be displayed. To view future enrollments, see our Help article Report/Track Future Enrollments.

The Report Results

Instructor Time Report

5/6/2019 - 5/12/2019

Stephanie Andrews

(Private Lessons only) (First Student)
 Date
 Start-End Times

 5/8/2019
 6:00pm-6:45pm

 Total classes:
 1
Current Size Student Elig. MakeupName Jeffrey Dixon



A staff person with the Instructor field set to $\bf No$ on their $\bf Staff\ record$ will not have any scheduled time.