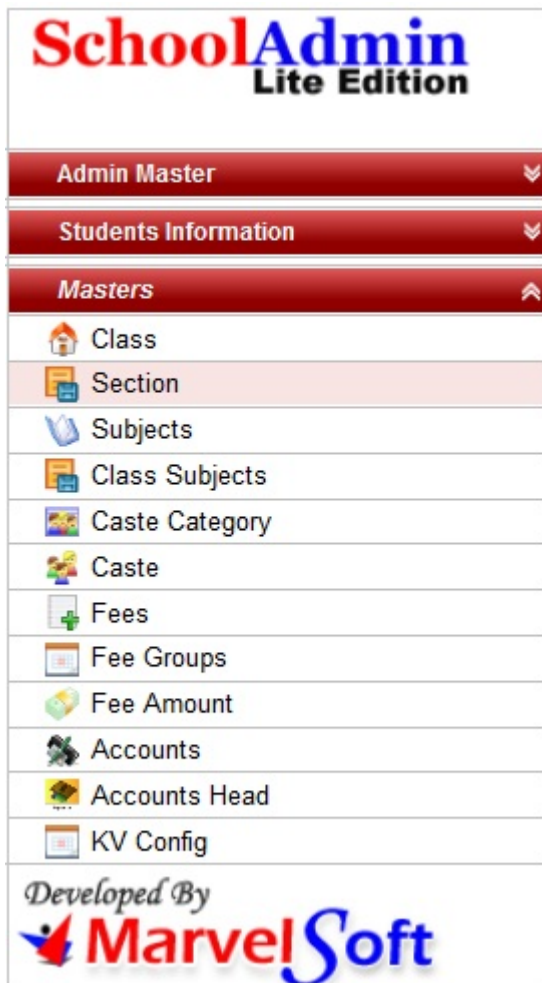
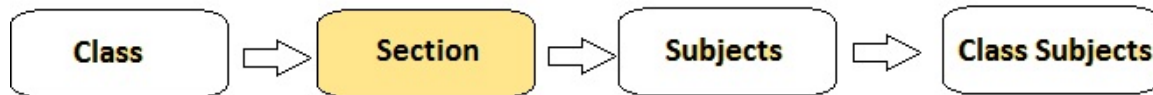


Creating Section

Step 1: Goto Masters , Click on Section menu

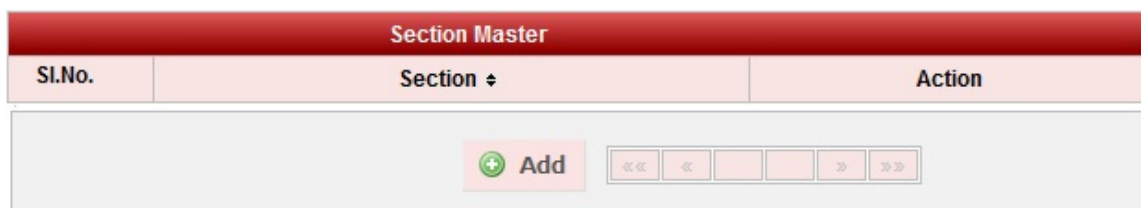
Declaration of Section is required to specify number of Section present in a Class.

To Add Students in a Virtual Class (Class Subjects), You must first create a section to create Class Subject. Once you create a section in respective classes you need to create subjects.



Step 2: Once you click on Section menu in the masters, class master will be opened as shown below.

click on **Add** button to add new Section. In the section table it will show all the sections previously created.



Step 3: Once you click on **+ Add**, Add/Edit Section window will be shown as below

Add / Edit Section

Enter Section

Section* A

Add Close


In the Add / Edit section dialog, you need to provide the details as show in the screen.

Section is the Name of the section present in a class, for example for A, B , C etc.,

Finally, Click on **Add** button to create a section. Once the data is saved you will see a **Section Successfully added message**. Repeat the above steps to add all the Sections in your School. Once all the sections are added click on **Close** button to close the Add/Edit window.

The Section Master will look as shown below.

Section Master		
Sl.No.	Section ↕	Action
1	A	 
2	B	 
3	C	 
4	D	 

 Add

