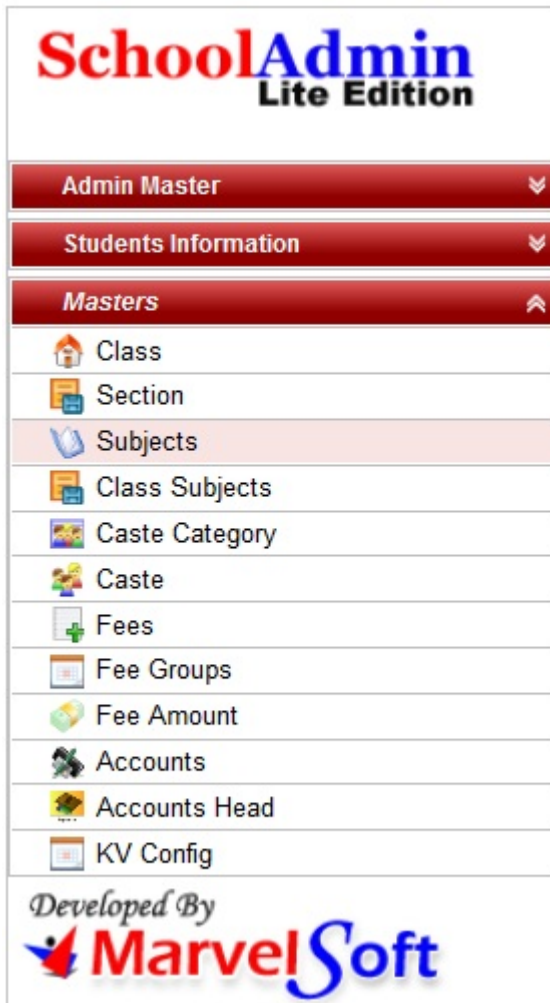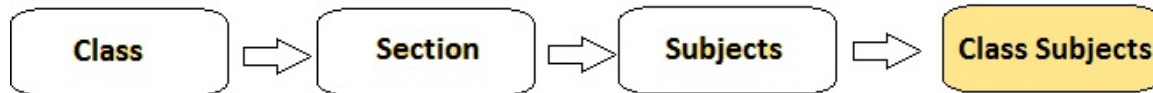# Creating Class Subjects

Step 1: Goto Masters , Click on Class Subjects menu

Declaration of class subject is required to specify number of virtual classes present in the school. Unless class subject is created user cannot add the students to their respective class in School Admin Lite.

To Add Students in a *Virtual Class* (**Class Subjects**), You must first create a Class subject . Once you create a class subject a virtual class then you can add students into respective classes.

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

click on **Add** button to add new class subject. In the Class subject table it will show all the class subjects previously created.

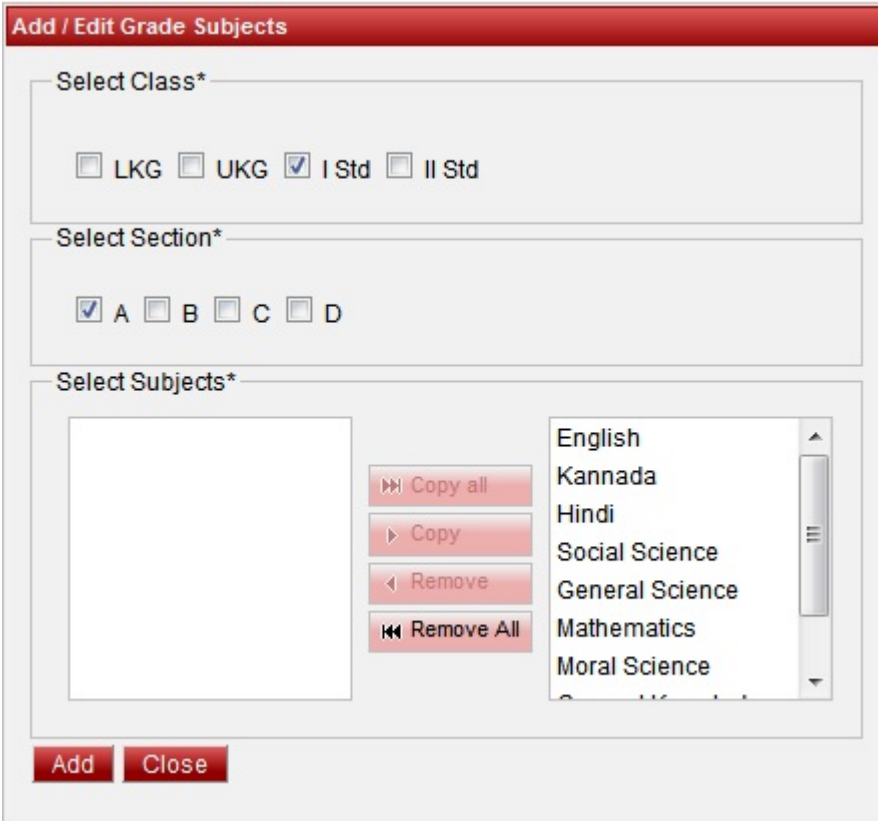| Sl.No.	Class ⇕	Section ⇕	Subjects	Action
		Add		

Step 3: Once you click on ⊕ Add, Add/Edit Class Subject window will be shown as below

In the Add / Edit class subject dialog, you need to provide the details as show in the screen.
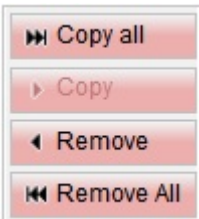
Select Class is the class for which user is creating a virtual class.

Select Section is the section which are present in the virtual class.

Select Subjects are the subject which are present in respective virtual Class.

Select the subject which are present in the class and click on **Copy**.

If user has selected wrong subject which is not in the respective selected class, select the copied subject and click on **Remove**.

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

The Class Subject Master will look as shown below.

Sl.No.	Class ⬍	Section ⬍	Subjects	Action
1	I Std	A	English Kannada Hindi Social Science General Science Mathematics Moral Science General Knowledge Physical Training	✎ ✖
2	I Std	B	English Kannada Hindi Social Science General Science Mathematics Moral Science General Knowledge Physical Training	✎ ✖

How to EDIT or DELETE record

You can edit and change the added record by clicking on Edit icon in Action column.

You can delete the record if created duplicated or not required by clicking on delete icon in Action column.