

# Genesis Scheduling High Speed Drop/Add Wheel Courses

Steps	Screen Displayed	Procedures
1		<p>Click on the 'Scheduling' Icon</p>

2		<p>Click on 'High Speed Drop/Add Course Wheel'</p>
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## Genesis Scheduling High Speed Drop/Add Wheel Courses

Steps	Screen Displayed	Procedures
3		<ul style="list-style-type: none"> <li>● Select 'Drop/Add' or 'Course Wheel'</li> <li>● Click the box to drop any courses in the student's schedule to accommodate the course in the 'TO' box</li> <li>● Type in the 'Course ID' and 'Section'</li> <li>● (This the course that you want to drop)</li> <li>● Type in the 'Course ID' and 'Section'</li> <li>● (This the course that you want to add in the place of the dropped course)</li> <li>● Click 'Process'</li> <li>● To view a report of the process, Click 'Report'</li> <li>● To view any errors, Click 'Errors'</li> </ul>