



# Camp & Class Manager 14.6 Release Notes

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Release Date	Tuesday, August 13, 2024
	Multi-instructors setup
Release Overview	Instructor reporting enhancements
	Customer view: instructor-related enhancements
Market/Strategic Goals	Product milestones and usability enhancements
Target Customers	Lite and Plus Customers

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## Multi-instructors setup

Camp & Class Manager can now be configured to allow agency users to assign multiple instructors (up to 10 instructors) to a Session on the AUI Session setup page.

In the AUI, to assign multiple instructors to a Session, agency users can:

1. Click the **Home** tab > **Seasons** > select a Season > **Setup** hyperlink > **Settings** on the sidebar > **Sessions** link and select a Session.
2. On the Session setup page > **Basic settings** section, click **Assign instructor**, select an instructor and **Apply**.
3. To select another instructor, click **Assign instructor**, select an instructor and **Apply**:

The screenshot displays the 'Basic settings' section of the AUI Session setup page. It includes the following elements:

- Days of the week:** A row of buttons for M, T, W, Th, F, Sa, and Su.
- Time:** Two input fields showing '12:00 AM' and '12:00 AM' with a 'to' separator.
- Exclusion dates:** A button with a blue circle and 'No dates selected' text.
- Calendar:** A calendar for August 2024 with the 9th highlighted in blue.
- Location:** A dropdown menu showing 'Kirkland' and the address 'Telesis Ct. 1024, San Diego, CA 92121' with an 'Edit address' link.
- Contact:** A link 'Assign contact person'.
- Classroom:** A link 'Select classroom'.
- Instructor:** A list of instructors: Sunny Wen and Nina Luo, each with a 'View' button and a minus sign icon. Below the list is a red-bordered button labeled 'Assign Instructor'.

On the right side of the page, there is a 'Frequently asked questions' sidebar with several questions listed, such as 'What is a session?' and 'How do I enter start and end times?'.

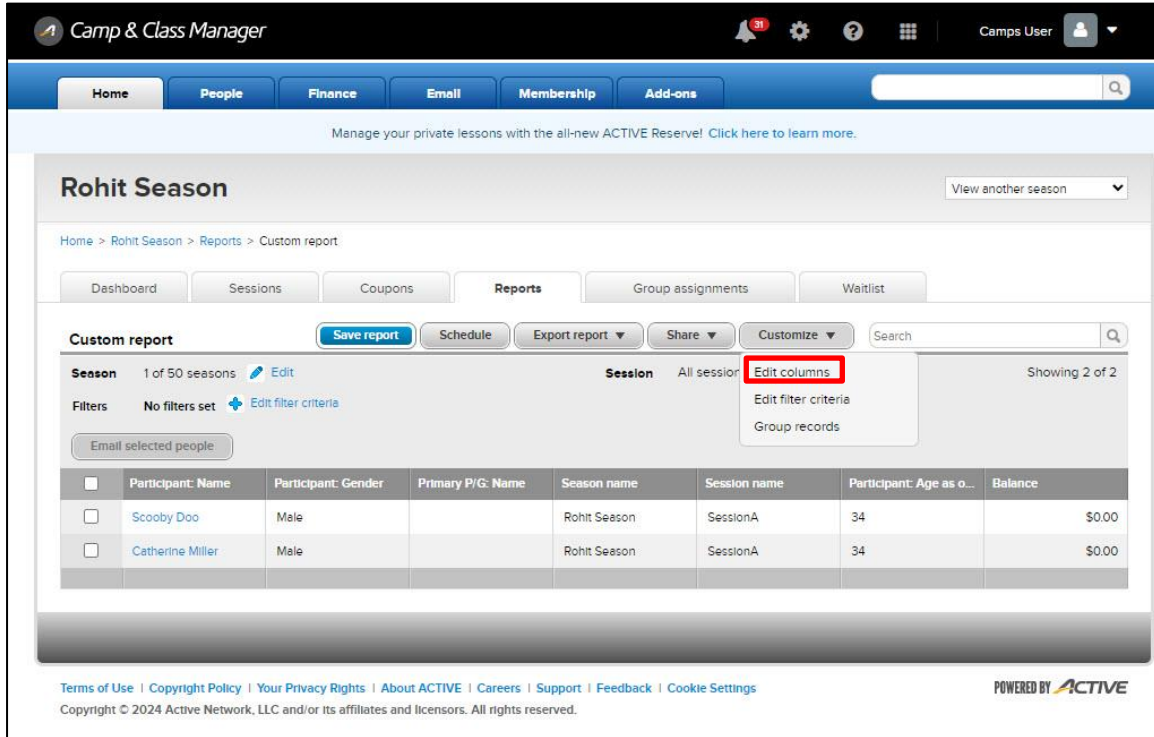
Note that additional instructors assigned to the same Session will gain access to log into the Instructor Portal and the Attendance Portal, where they can mark participants' attendance for the Session.

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## Instructor reporting enhancements

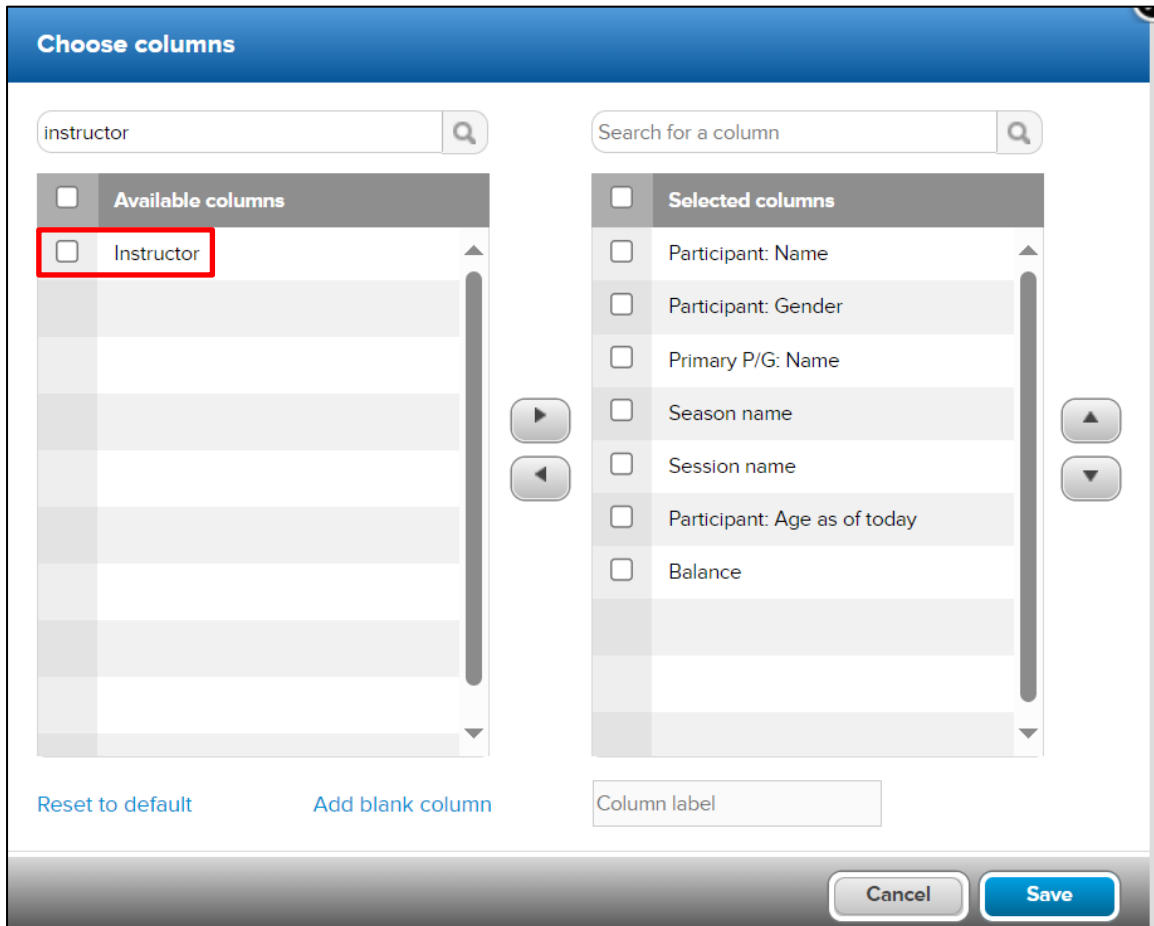
The AUI **Reports** view includes the following instructor-related changes:

- In the AUI, system users can create a custom report with the **Instructor** column by by:
  1. Opening the **Home** tab > **Seasons** > a Season > **Reports** link > **Reports** page.
  2. Clicking the **New custom report** button > **Customize** dropdown > **Edit columns** link:

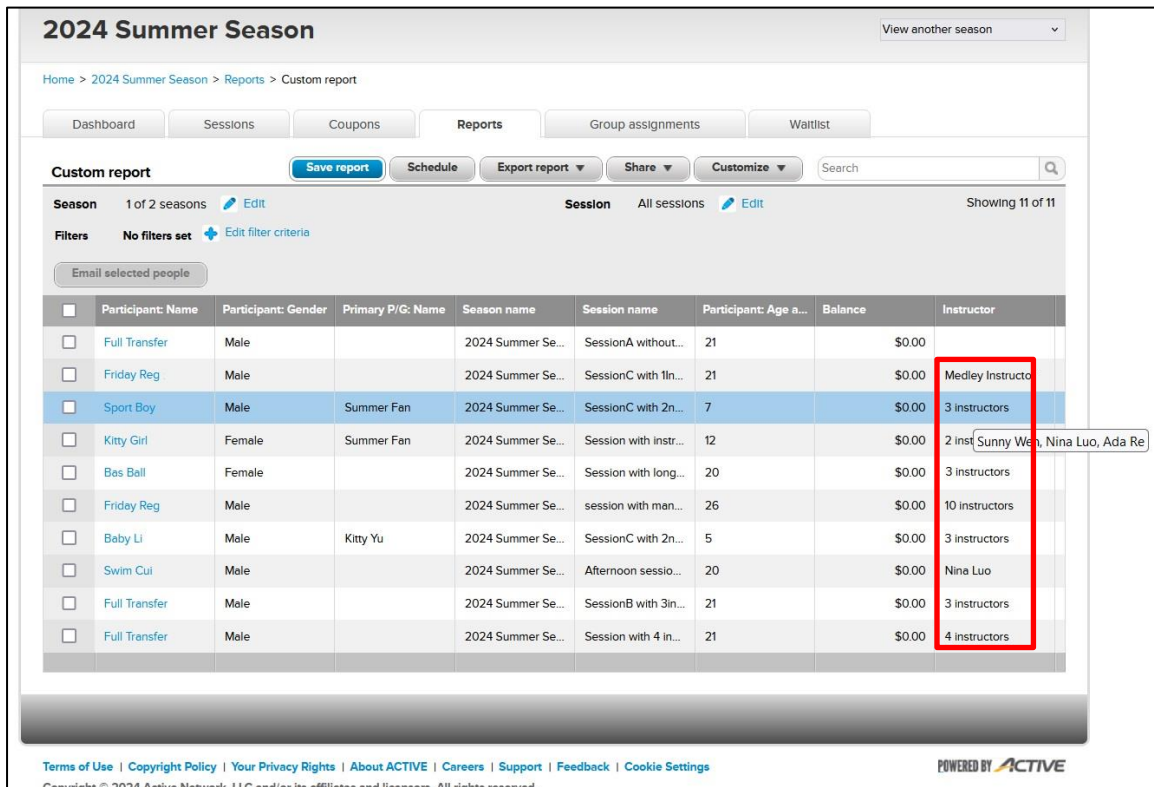


3. Selecting the **Instructor** field > and clicking the  button:

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In the **custom report**, the **instructor** column is then displayed as follows. To view all the instructors assigned to the Session, hover over the instructor field or export the report:



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- In the AUI, system users can view the names of the instructors in the header of the **Daily Attendance report**. To view all the instructors assigned to the Session, hover over the **View** hyperlink:

The screenshot displays the 'Daily Attendance report' interface. At the top, there are navigation tabs: Home, People, Finance, Email, and Add-ons. Below these is a search bar and a message: 'Manage your private lessons with the all-new ACTIVE Reserve! Click here to learn more.' The main heading is '2024 Summer Season' with a 'View another season' dropdown. The breadcrumb trail is 'Home > 2024 Summer Season > Reports > Daily Attendance report'. There are tabs for Dashboard, Sessions, Coupons, Reports (selected), Group assignments, and Waitlist. The 'Daily Attendance report' section includes buttons for Schedule, Export report, and Share, along with a search bar for participant names. The report details are as follows:

<b>Session:</b>	Multi-instructor session	<b>Instructor:</b>	Sunny Wen and 6 others <a href="#">View</a>
<b>Tuition:</b>	Price	<b>Location:</b>	Kirkland
<b>Session date:</b>	08/08/2024 to 08/08/2024 <input type="button" value="Update"/>	<b>Session available:</b>	08/01/2024 - 09/30/2024

Below the details is an 'Email selected people' button and 'Showing 2 of 2' text. A table header is visible at the bottom:

<input type="checkbox"/>	Name	Session date	Tuition	Check-in status	Check-in time	Recorder	Drop-off person	E-sign
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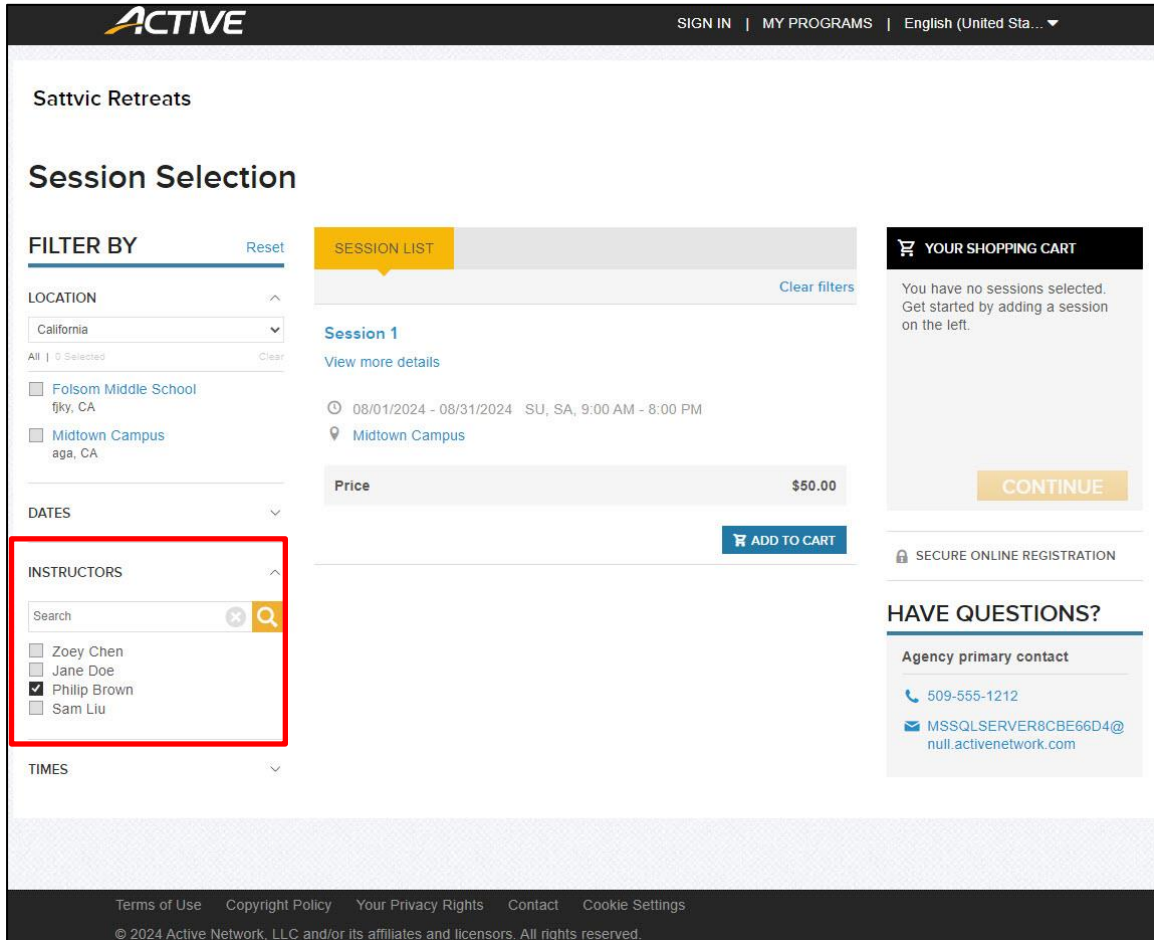
The 'View' link in the Instructor field is highlighted with a red box, and a tooltip shows the following list of names: Sunny Wen, Nina Luo, Ada Ren, Linda Green, Pepe Pay, Blue Hope, Bob Smith.

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## Consumer view: instructor-related enhancements

The customer view includes the following instructor-related changes:

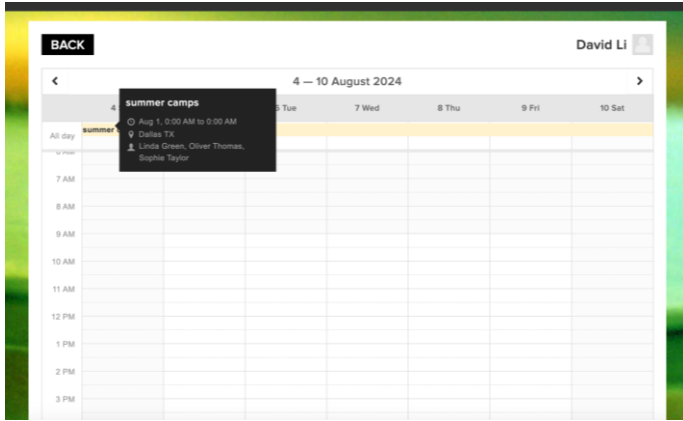
- In the CUI, consumers can filter Sessions by entering an instructor name or selecting one or more instructor name checkboxes:



- Multiple instructors configured for a Session are displayed in the SSUI instructor fields and Confirmation Emails:

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## Order details



## Confirmation email

