Teacher-Student Data Link (TSDL)

Updating Course Information in Infinite Campus (IC)

**“NEW LOOK” View in IC**

# Update Course Information –

## Choose: Current School & School Year,

## Go to: Main Menu Folder,

## Select: “Schedule & Courses”,

1. **Select:** “Course Information”.

“NEW LOOK” View

## Under Course Information:

## Click: “Open Course Search”,

1. **Click:** Search Magnify Glass Icon



##

**On Course Information Section to update STATE CODE, Grade Level, Credits, and Course Level:**

## Select: Course to update,

1. **Enter:** State Code. This is a 5-digit State Approved Number (No letters). Find the State Code using SCED Version 11 (or higher) located under “Additional Resources” on <https://resources.csi.state.co.us/teacher-student-data-link/>,
2. **Enter:** SCED Subject Area. This is the first 2 digits of the 5-digit State Approved State Code,
3. **Enter:** SCED Course Identifier. This is the last 3 digits of the 5-digit State Approved State Code,
4. **Enter:** Lowest and highest grade offered for this course,
5. **Enter:** Credits for high school classes defined by Carnegie Units,
6. **Enter:** SCED Course Level,
7. **Click: SAVE.**

**Under Sections to update TERMS:**

1. **Click** the “+” to expand sections for each course,
2. **Click:** Section to update,
3. **Select:** Appropriate Term,
4. **Click:** SAVE.



Other Resources:

* For TSDL details, “TSDL File Layout”: <https://resources.csi.state.co.us/teacher-student-data-link/>
* SCED Version 11 for State Code: <https://resources.csi.state.co.us/teacher-student-data-link/>

For More Quick Guides:

<https://resources.csi.state.co.us/teacher-student-data-link/>

* TSDL – Updating Course Information in IC – ORIGINAL View in IC
* TSDL – QR Extract TSDL Files in IC