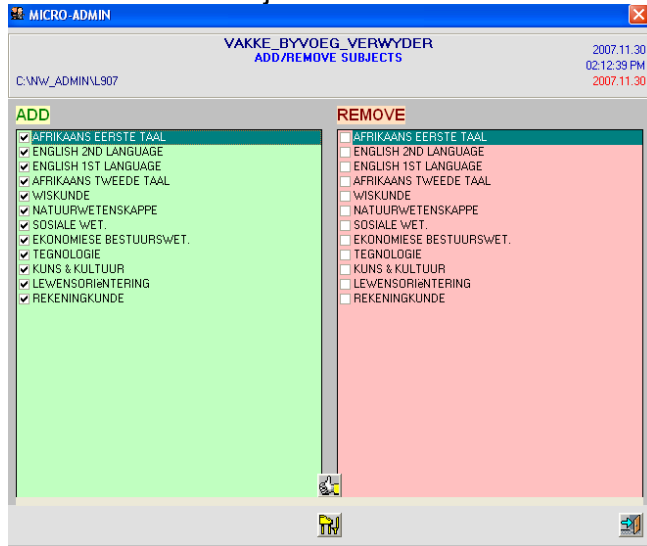


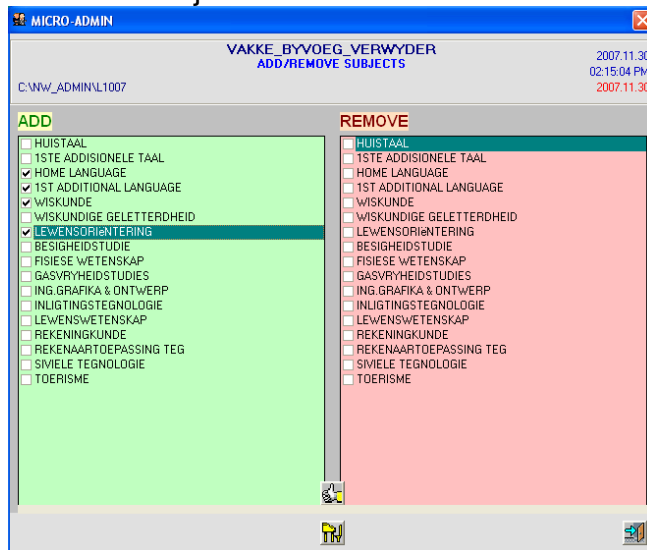
### Add and remove subjects

Learners > Academic > Input > Subjects add and remove.

Gr.1-9 all the subjects will be marked



Gr10 no subjects will be marked.



✓ Mark the subjects to be added and click on the hand.



*Subjects marked will be added to all learner records but no subject will be duplicated.*

If you want to add subjects to a specific group, male / female learners or a language group, select the group.

A screenshot of a selection menu. It has a light grey background with a thin green border. The menu contains the following items, each with a checkbox on the right:

- MALE
- FEMALE
- ENGLISH
- AFIKAANS
- RECREATE SUBJECT RECORDS

At the bottom right of the menu, there is a small icon of a hand with a yellow highlight, indicating it is clickable.

Click on the hand

In Gr.1-9 all the learners will be selected because all the learners take the same subjects.

A screenshot of a list of learner records. Each record is on a new line and has a checkbox on the left. All checkboxes are checked. The records are:

- ACKERMAN, DOMINIQUE [9823]
- ASHMORE, NIKITA JULIE [8714]
- BALOYI, SASAVONA [8910]
- BALOYI, TSAKANI MAHLATSI [8882]
- BARNARD, ARMAND ADRIAN [8883]
- BEKKER, CHARNELLE [10160]
- BOONZAAIER, DEAN [8715]
- BOSCH, ROELOF [8856]
- BREEDT, LIZELL [8886]
- BRITS, LIEZL [8887]
- BRUUN, KIRSTEN JESSICA [8911]
- CALVERT, YOLANDE [8888]
- CHAUKE, AUGUSTINA [8708]
- CHWELUNYANE, BIANCA KELE TSO [9121]
- CROUSE, MIQUEL [8881]
- DUBE, THABILE [9124]
- ENGEL, BRITTANY [8942]
- FRANCO, JASON LEE ROBERTO [9282]
- FRANCO, JESSICA ANGELIQUE CATUSHA [9283]
- FRITZ, TAMERON SCHAE LYNNE [8914]
- GREEFF, CHARNE [8751]

In Gr.10 none of the learners will be selected, you need to select the subjects and the learners taking the subjects.

A screenshot of a list of learner records. Each record is on a new line and has a checkbox on the left. All checkboxes are unchecked. The records are:

- ABRAHAM, DIONNE KELLY [21003]
- ABRAHAM, JESS JAMES [6580]
- ADIA, EBRAHIM AHMED SAEED [6010]
- AUFMOLK, KAJ JAYSON [6011]
- BADENHORST, LARDUS [6012]
- BADENHORST, RYNO WESSEL [6013]
- BAILEY, BONITA MAGRET [6014]
- BALOYI, THABO [8916]
- BANTAM, BRANDON RUEWALLE [6191]
- BARKHUYSEN, ADELE [6017]
- BARNARD, SIMONE [6018]
- BASSADIEN, CAMERON PETER [6019]
- BAXTER, STEPHANIE CHRISCHANDA [6374]
- BEUKES, PHILLIP JOHAN [6581]
- BOOKER, JUAN-PIERRE [6213]
- BOTHA, NATASHA [6021]
- BOTHMA, ARMANDT [20999]
- BOTHMA, ASHLEY ANDRÉ [6278]
- BREYTENBACH, HERMANUS LAMBERTUS [6022]
- BRITS, ROBERT OWEN [6005]
- BROOKS, ALEX FREDERICK [20984]

Click on the hand, the selected subjects will be added to all the marked records. In Gr.10 the process will be repeated for other subjects.

To change the subjects for Gr.11 and 12, Learners> Academic> Double click on the learner > Click on the subject name, doubleclick on the subject to change, click on the subject abbreviation and change.