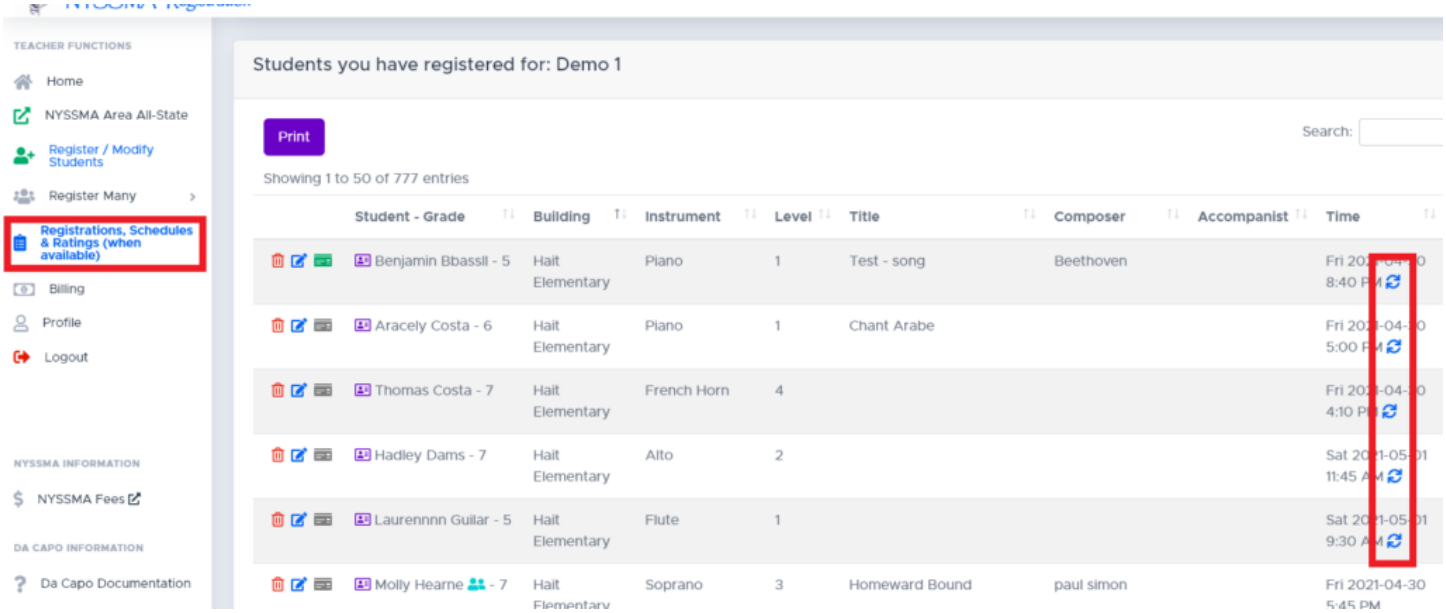
Switch times between students

View Registrations · https://dcmfdocs.dacapowebdevelopment.com/doc/dcmf-teachers/switch-times-between-students/

This option will only be available if the festival chairperson allows it. This will show after the schedule has been published and will most likely be disabled in the days leading up to the festival.

1. If the functionality has been enabled by the festival host, you will be able to switch audition times between your own students. This option will only be available after the schedule has been published for teachers.
2. After you log in with your username and password that you created, click "Registrations, Schedules & Ratings" from the menu on the left.



3. If the festival chairperson allows teachers to swap times, you will see an icon showing you that this student's time is able to be switched. Students who are performing multiple auditions and students who are accompanied may not have their audition time changed with this function.
4. After you click that icon, you will be shown a list of possible students that can switch with that student. Simply click the link: Switch Time with Benjamin and the time will be switched immediately.

? Switch Times between Students in Like Rooms in Like Levels

This is only available if enabled by the Festival Chair

Student to Switch:

Name: Benjamin Bbassil
Festival: Demo 1
Instrument Family: Piano
Level: 1
Time: 2021-04-30 8:40 PM

Students that Benjamin is eligible to Switch With:

Switch?	Level	Student - Grade	Building	Instrument	Time
Switch Time with Benjamin	1	Aracely Costa - 6	Hait Elementary	Piano	2021-04-30 5:00 PM
Switch Time with Benjamin	1	Lucas Mmirati - 4	Hait Elementary	Piano	2021-04-30 7:10 PM
Switch Time with Benjamin	2	Juliette Rnone - 5	Hait Elementary	Piano	2021-04-30 8:45 PM
Switch Time with Benjamin	1	Nicole Attaglia - 3	Hait Elementary	Piano	2021-05-01 9:10 AM
Switch Time with Benjamin	3	Daniel Aumgarth - 4	Hait Elementary	Piano	2021-05-01 10:15 AM
Switch Time with Benjamin	3	Billy Laney - 6	Hait Elementary	Piano	2021-04-30 8:50 PM