Hopefully these instructions are helpful when building classes for Fall 2021 and Spring 2022.

Please feel free to reach out to Cory Quackenbush, Cory.Quackenbush@nau.edu or (928)523-6761 if you have any questions.

The goal of this report is to aid and inform your course build, there are three categories of action:

**Red = under built by 10% or more**

**Green = overbuilt by 25% or more**

**Orange = sections built with a cap set at 0**

Courses with no fill or highlighting are deemed okay and require no action.

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**General overview/Initial steps**





**Examples of under and over built courses**



**Example of action that would clear the above courses**



**Courses built without capacity**



**A last note on courses with blank projection data**

