

## PMR Interval Setup

This document provides instructions to schools on creating the PMR intervals (school months) for non-track schools. For PMR interval setup for track schools, please see the Track Schools document at [http://www.nc-sis.org/school\\_information.html](http://www.nc-sis.org/school_information.html).

### PMR Interval Setup

**Navigation:** Start Page > Setup > School > North Carolina > PMR Interval Setup

The PMR Interval Setup screen displays the following:

1. **Interval** – Automatically displayed for the 9 school months.
2. **Duration** – Length of the reporting month. Enter the number of instructional days to be included in each school month.

**Warning:** In order to save the record, Duration for Months 1 and 2 **MUST** be set to 20; all others must be between 16 and 26 days.

3. **Start Date / End Date** – The dates will automatically be displayed once the duration is entered. All durations must be entered before the screen can be submitted.

PMR Interval Setup

Interval	Duration	Start Date	End Date
1	20	08/29/2016	09/23/2016
2	20	09/26/2016	10/21/2016
3	20	10/24/2016	11/23/2016
4	21	11/24/2016	12/27/2016
5	21	12/28/2016	01/25/2017
6	21	01/26/2017	02/23/2017
7	21	02/24/2017	03/24/2017
8	21	03/27/2017	05/03/2017
9	20	05/04/2017	06/02/2017

In Session Days 185

Submit

4. Click **submit** to save.

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