



## Resource Allocator Record Creation



## Table of Contents

Resource Allocator Record Creation .....	1
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# Resource Allocator Record Creation

## ***Scheduling > Utilities > Resource Allocator Record Creation***

The utility allows you to create the instructor, room, and section records from current year instructors and rooms and next year district courses. The program also updates designators, departments, and subject areas from the next year instructor records.

Note: If resource allocator information already exists, you cannot overwrite existing data.

### **Create records:**

A message is displayed indicating that existing data cannot be overwritten. Click **OK**.

If the records have already been created, and there is no new data to update, all the fields are disabled.



## Back Cover