



# Resource Allocator Record Creation



# Table of Contents

**Resource Allocator Record Creation ..... 1**



# Resource Allocator Record Creation

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

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

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 fields are disabled.

Field	Description
<b>Resource Allocator Instructor Courses</b>	<p>Select this option to create the instructor resource courses. The utility uses the current year campus sections to create the instructor resource courses in the next year. For example, if an instructor is teaching three sections of English I and three sections of Literary Genres in the current year, the utility will give this instructor the same courses and the same number of sections for each course in the next year instructor resource courses.</p> <ul style="list-style-type: none"> <li>• If next year instructor records do not exist, they are created from current year records.</li> <li>• Any course with an instructor ID in a meeting time is included.</li> <li>• Courses are only created for instructors who have valid values in the <b>Maximum Values</b> fields on <a href="#">Maintenance &gt; Master Schedule Generator &gt; Resource Allocator &gt; Instructors</a>.</li> </ul>

Field	Description	
<b>Resource Allocator Crs Sections</b>	<b>Max Seats from CYR Sections</b>	If selected, the <b>Max Seats</b> field from the first section of the course in the current year schedule is used. If there is no matching course in the current year sections, the value in the <b>Default Max Seats</b> field (on this page) is used, if available.
	<b>Max Seats from Default</b>	If selected, the value from the <b>Default Max Seats</b> field (on this page) is used for all courses in the campus master schedule.
	<b>Default Max Seats</b>	Type the default number of seats available in the classroom. If blank, 000 is used as the default.
<ul style="list-style-type: none"> <li>• If either field is selected, the <b>Max Seats</b> field on <a href="#">Maintenance &gt; Master Schedule &gt; Campus &gt; Courses</a> is populated for each course if it is set to 000.</li> <li>• Course sections are not created for courses that have <b>Excl Conflict Matrix</b> selected.</li> <li>• The <b>From Sec</b> and <b>To Sec</b> fields on <a href="#">Maintenance &gt; Master Schedule Generator &gt; Resource Allocator &gt; Section Info</a> are determined by dividing the number of requests by the number of seats per class (i.e., the <b>Max Seats</b> field on <a href="#">Maintenance &gt; Master Schedule &gt; Campus &gt; Courses</a>). For example, if there are 33 requests for a course that has a maximum seat capacity of 15, three sections of the course will be created.</li> <li>• If no requests exist for the class, or if the <b>Max Seats</b> field is blank, one section is created (i.e., <b>From Sec 01, To Sec 01</b>).</li> <li>• A matching meeting time record is created for each section.</li> <li>• The program assumes that at least one day pattern exists for the resource allocator to use when creating meeting times for resource allocator course sections:</li> <li>• If at least one day pattern exists, but it is not MTWRF (05), the resource allocator uses the first one it finds. A message is displayed indicating the day pattern that is used.</li> <li>• If no day pattern exists, an error message will be displayed indicating that you must create one. Day patterns are created on <a href="#">Maintenance &gt; Master Schedule Generator &gt; Resource Allocator &gt; Meeting Time Parameters</a>.</li> </ul>		



## Back Cover