

PowerScheduler Update Selections Exercises

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When querying the scheduling tables to make data changes, you'll need two pieces of information: the build ID for the active scenario and the CatID for the active course catalog. First, find the two pieces of information. Then, select a small group of courses to make mass updates.

1. Navigate to PowerScheduler, and click **Functions**
2. Click **Update Selections**

| Function | Description |
|--|--|
| Auto Create Rooms | Creates rooms from a pre-defined set of criteria. |
| Auto Fill Student Information | Populates required student scheduling fields by grade level. |
| Auto Fill Course Information | Populates required course fields. |
| Auto Fill Teacher Information | Populates required teacher scheduling fields. |
| Auto Generate Course Information | Defines course information based upon the current master schedule. |
| Auto Generate Rooms | Creates rooms from the existing master schedule. |
| Auto Generate Teacher Assignments | Creates teacher assignments from existing master schedule. |
| Calculate Percent Schedules | Calculate student level schedule percents for current school |
| Calculate Target Number of Sections to Offer | Calculates the recommended number of sections to offer for each course in the current catalog. |
| Copy Master Schedule | Copies the current year schedule to the current scenario. |
| Delete Master Schedule | Deletes the current scenario master schedule. |
| Duplicate Scenarios | Duplicates master schedule, student schedules, teacher assignments, constraints and/or course relationships. |
| Move Previous Year Data | Move previous year's setup data to the current year. |
| Regenerate Bitmaps | Resets the bitmaps from the expressions for all sections and constraints in the current build. |
| Reset Section Meetings | Resets the meetings table for all sections in the current build. |
| Reset Class Counts | This function resets student numbers in each section of the master schedule. |
| Reset Teacher Assignments | This function resets the number of Teacher Assignments for the current course catalog. |
| Set Schedule Year | Sets the schedule year used for scheduling requests. |
| Split Year-Long Classes | Splits both section and enrollment records of year-long classes. |
| Update Selections | Allows you to select, modify and delete scheduling records in mass. |

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- From the Current Table menu, choose **ScheduleBuilds** and click **Select all [xx] records**

Current Table:

Current Records in Selection: 8 [List View](#) [Modify Records](#) [Select Records by Hand](#)

[Select all 8 records in this school](#)

Search ScheduleBuilds

=

=

[Search all 8 records in this school](#) [Search within the current 8 records only](#)

- Click **List View**

Look for the build ID associated with the active build.

| BuildID | BuildName | DateLastBuild | DateLastLoad | Students |
|---------|---------------------------|---------------|--------------|----------|
| 1. 1 | 2007 - 2008 | 0/0/0 | 0/0/0 | 0 |
| 2. 32 | 2009 - 2010 Build and Loa | 0/0/0 | 0/0/0 | 0 |
| 3. 33 | 2009-2010 Load Only | 0/0/0 | 0/0/0 | 0 |
| 4. 85 | Build & Load 2011 - 2012 | 0/0/0 | 0/0/0 | 0 |
| 5. 86 | Load Only 2011-2012 | 0/0/0 | 0/0/0 | 0 |
| 6. 87 | 2010 - 2011 Build & Load | 0/0/0 | 0/0/0 | 0 |
| 7. 232 | 2012 - 2013 | 0/0/0 | 0/0/0 | 0 |
| 8. 382 | 2014 - 2015 | 0/0/0 | 0/0/0 | 0 |

- Write down the BuildID

Now find the course catalog ID for the active course catalog.

- In the breadcrumbs, click **Scheduling Functions** > **Update Selections**
- Change the table to **ScheduleCatalogs**
- Select all of the records, and click **List View**

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9. Write down the ID for the active course catalog

| Records: 3 |
|---|
| ID.....Description.....SchoolID.....Name.....Current..... |
| 1. 131.....500.....2010-2011.....False |
| 2. 231.....500.....2011-2012.....False |
| 3. 330.....500.....2014-2015.....True |

Now you're ready to make changes to the course data.

10. In the breadcrumbs, click **Scheduling Functions > Update Selections**

11. Change the table to **ScheduleCourseCatalogs**

12. From the first row of search menus, choose **CourseCatalogID =**

13. Enter your course catalog ID

The screenshot shows the PowerScheduler interface. At the top, the 'Current Table' is set to 'ScheduleCourseCatalogs'. Below this, it indicates 'Current Records in Selection: 0' and provides options for 'List View', 'Modify Records', and 'Select Records by Hand'. A blue button labeled 'Select all 312 records in this school' is visible. The search section is titled 'Search ScheduleCourseCatalogs' and contains two search criteria: 'CourseCatalogID = 330' and an empty search field. At the bottom, there are two blue buttons: 'Search all 312 records in this school' and 'Search within the current 0 records only'.

14. Click **Search all [xx] records in this school**

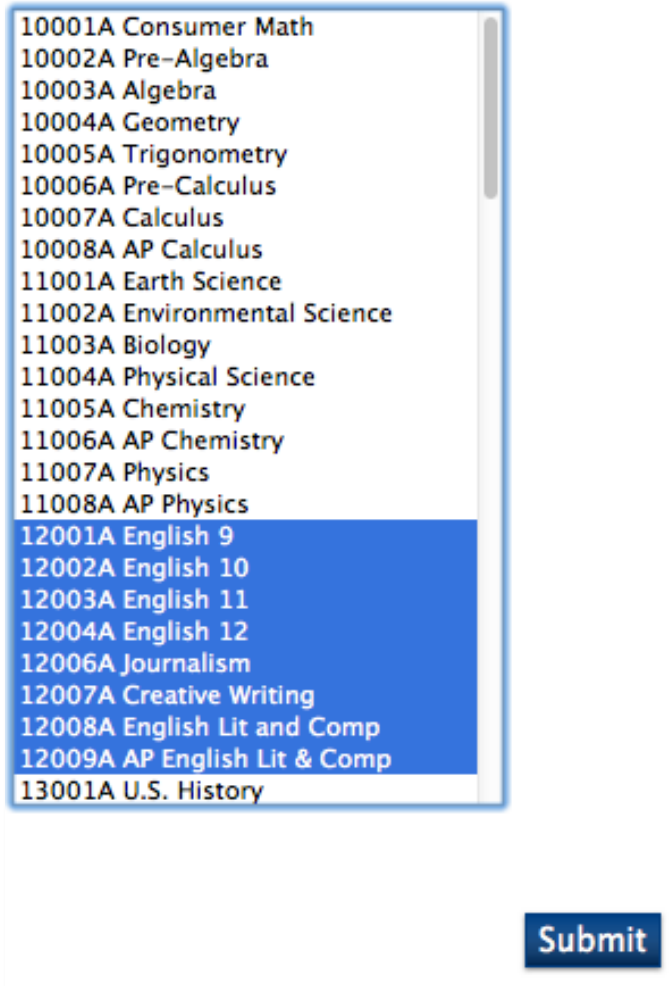
You are working with the courses that are active in your current catalog. You've filtered out all other catalog records from previous years.

15. Click **Select Records by Hand** to work with a smaller group

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16. **Ctrl-click** (PC) or **Command-click** (Mac) the course names

For example, select all the English courses.



A screenshot of a web application interface for selecting courses. It features a scrollable list of course names. The following courses are selected, indicated by a blue background: 12001A English 9, 12002A English 10, 12003A English 11, 12004A English 12, 12006A Journalism, 12007A Creative Writing, 12008A English Lit and Comp, and 12009A AP English Lit & Comp. Other courses in the list include 10001A Consumer Math, 10002A Pre-Algebra, 10003A Algebra, 10004A Geometry, 10005A Trigonometry, 10006A Pre-Calculus, 10007A Calculus, 10008A AP Calculus, 11001A Earth Science, 11002A Environmental Science, 11003A Biology, 11004A Physical Science, 11005A Chemistry, 11006A AP Chemistry, 11007A Physics, 11008A AP Physics, and 13001A U.S. History. A blue 'Submit' button is located at the bottom right of the list area.

17. Click **Submit**

18. In the breadcrumbs, click **Scheduling Functions > Auto Fill Course Information**

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19. Select your currently selected courses only, and enter data to fill for the selected courses

| Field Name | Value |
|------------------------------------|---|
| Schedule This Course | <input type="button" value="Yes"/> |
| Department | <input type="text"/> <input type="button" value="Associate"/> <input type="checkbox"/> Clear Value |
| Build Type | <input type="button" value="No Change"/> |
| Maximum Enrollment | <input type="text" value="25"/> |
| Target Number of Sections to Offer | <input type="text"/> |
| Number of Teacher Assignments | <input type="text"/> |
| Frequency | <input type="text" value="1"/> |
| Periods Per Meeting | <input type="text" value="1"/> |
| Lab Frequency | <input type="text"/> |
| Lab Periods Per Meeting | <input type="text"/> |
| Repeats in Same Term | <input type="button" value="No Change"/> |
| Repeats in Different Terms | <input type="button" value="No Change"/> |
| Balance Terms | <input type="button" value="No Change"/> |
| Valid Start Periods | <input type="checkbox"/> Period 1 <input type="checkbox"/> Period 2 <input type="checkbox"/> Period 3 <input type="checkbox"/> Period 4 <input type="checkbox"/> Period 5 <input type="checkbox"/> Period 6 <input type="checkbox"/> Period 7 <input type="checkbox"/> Period 8 <input type="checkbox"/> Clear Value |
| Valid Terms | <input type="text" value="S1,S2"/> <input type="button" value="Associate"/> <input type="checkbox"/> Clear Value |
| Facilities | <input type="text"/> <input type="button" value="Associate"/> <input type="checkbox"/> Clear Value |
| Load Priority | <input type="text" value="7"/> |
| Load Type | <input type="button" value="Academic"/> |
| Balance Priority | <input type="button" value="Section"/> |
| Use Teams | <input type="button" value="No Change"/> |
| Close at Max | <input type="button" value="Yes"/> |
| Use Section Types | <input type="button" value="No Change"/> |
| Don't Allow Substitutions | <input type="button" value="No Change"/> |

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20. When you're finished entering data, click **Submit**

To view your changes, navigate to **Reports > Course List**. Take some time to become knowledgeable about other fields in the ScheduleCourseCatalogs table. Write your own query for the course catalog ID.

21. Navigate back to Update Selections

22. Enter the search for your course catalog ID

23. From the second row of search menus, choose **Course_Name** and **contains**

24. Enter **AP**

The screenshot shows the PowerScheduler interface for the 'ScheduleCourseCatalogs' table. At the top, it indicates 'Current Table: ScheduleCourseCatalogs' and 'Current Records in Selection: 8'. There are links for 'List View', 'Modify Records', and 'Select Records by Hand'. A prominent blue button says 'Select all 312 records in this school'. Below this is a search section titled 'Search ScheduleCourseCatalogs'. It contains two rows of search criteria: the first row has 'CourseCatalogID' set to '330', and the second row has 'Course_Name' set to 'contains AP'. At the bottom of the search section, there are two blue buttons: 'Search all 312 records in this school' and 'Search within the current 8 records only'.

25. Click **Search all [xx] records in the school**

26. Click **Select Records by Hand** to verify and narrow the courses further

The results include Geography and Computer Applications. If you want AP classes only, select those courses and click **Submit**.

The screenshot shows a list of course results in a scrollable area. The list contains the following entries:
CS1002 Computer Applications
CS1002 Computer Applications
ENG3000 AP American Lit and Comp
ENG3000 AP American Lit and Comp
MAT3000 AP Calculus
MAT3000 AP Calculus
SOC1100 Geography
SOC1100 Geography
SOC3100 AP History
SOC3100 AP History
VOC1000 Computer Applications

27. Navigate back to the Functions page and select **Auto Fill Course Information** to update the fields for the group of courses

The more you use this function, the more you will know your data fields and the better you will become with searching and cleaning your data.