

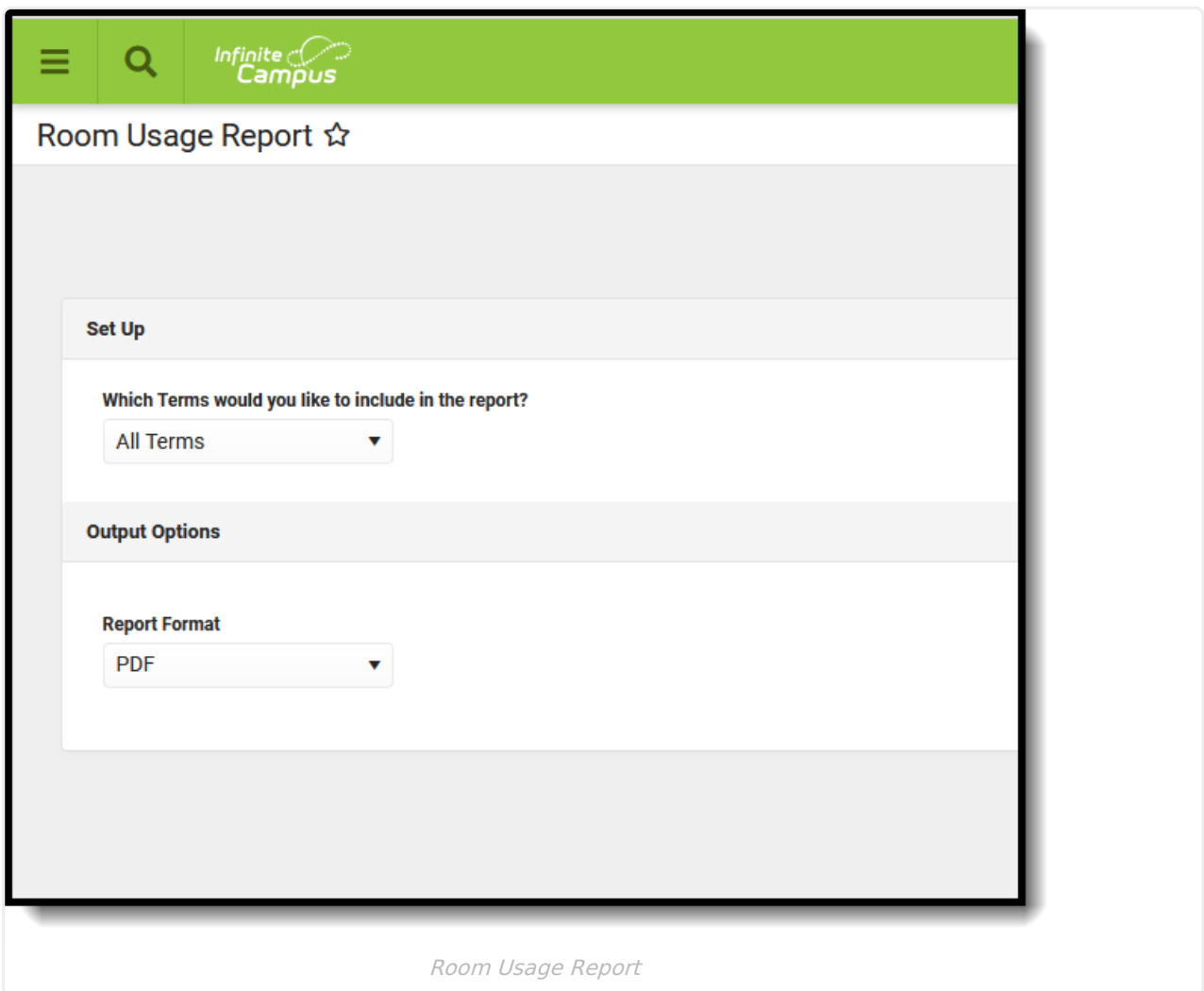
Room Usage Report

Last Modified on 04/01/2025 1:17 pm CDT

Tool Search: Room Usage

The Room Usage Report displays what course sections meet in each term and period for each room. Rooms can be assigned to sections in the following tools:

- [Section Information](#)
- [Staff Planner](#)
- [Course Planner](#)



Submit feedback for the Room Usage Report by clicking the **Feedback** button in the bottom right hand corner. This takes you to the [Campus Community Room Usage Report](#) forum topic where you can add your suggestions for this report.

See the [Scheduling & Courses Reports Tool Rights](#) article for information about rights needed to use this tool.

Generate the Report

1. Select the **Term** for which to view assigned rooms. Or, leave the selection at ALL. This returns information for all terms.
2. Select the desired **Report Format**.
3. Click the **Generate Report** button.

If the calendar included multiple schedule structures, the report includes the open rooms by schedule.

21-22 High School 01/18/2022		Room Usage Report 21-22 High School — RC03 Page 1 of 15	
Term: 1		Period	Course
Room 01		1	3075-1 Spanish II
Schedule: Monday		3	3135-1 Spanish for Native Speakers I
1	OPEN	5	3080-1 Spanish III Honors
2	OPEN	5	3085-1 Spanish IV Honors
3	OPEN	7	3085-2 Spanish IV Honors
4	OPEN	7	3080-2 Spanish III Honors
5	OPEN	Schedule: Wed-Fri	
6	OPEN	2	3085-3 Spanish IV Honors
7	OPEN	2	3075-2 Spanish II
Schedule: Tue-Thu		4	OPEN
1	OPEN	6	3075-3 Spanish II
3	OPEN	SH	9099-30 Study Hall
5	OPEN	Schedule: Early-Release	
7	OPEN	2	3085-3 Spanish IV Honors
Schedule: Wed-Fri		2	3075-2 Spanish II
2	OPEN	4	OPEN
4	OPEN	6	3075-3 Spanish II
6	OPEN	Room 04	
SH	OPEN	Schedule: Monday	
Schedule: Early-Release		1	7005-1 Human Geography
2	OPEN	2	OPEN
4	OPEN	3	7015-4 World History
6	OPEN	4	7005-4 Human Geography
Room 02		5	7005-5 Human Geography
Schedule: Monday		6	7015-7 World History
		7	7015-5 World History

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