

## **Scheduling Center Tool Rights**

Last Modified on 03/31/2025 2:41 pm CDT

The **Scheduling Center** provides a dashboard view of a school's progress toward completing the Scheduling process for a given year. Schedulers use this tool as part of the scheduling process. Other staff, such as Principals, may use this tool to monitor the status of scheduling for the upcoming year.

To learn how this tool is used, read the Scheduling Center article.

		Scheduling & Courses > Scheduling > Schedulir
+ 9/9	Enrollments	+ 1/3
+	Responsive Scheduling	+ 0/2
+	User Security	+
+	Courses	+ 2/2
+	Academic Planning	+ 5/6
+	Load Schedules	+ 2/3
+	Year End	+ 3/12
+		
	— All — Read —	Write — Add — Delete
		Write Add Delete
	9/9 + 0/3 + 0/2 + 1/1 + 2/2 +	<ul> <li>9/9</li> <li>+ Responsive Scheduling</li> <li>0/3</li> <li>+ User Security</li> <li>0/2</li> <li>+ Courses</li> <li>+ Academic Planning</li> <li>1/1</li> <li>+ Load Schedules</li> <li>2/2</li> <li>+ Year End</li> <li>+ 2/2</li> <li>- All - Read - All - Read</li> </ul>

Giving users access to **Scheduling Center (All)** allows them to view the completion status of all the tools displayed in the dashboard.

Users must have additional rights to the tools themselves in order to navigate to and work with them.



## User 1:

ampus

- has rights to Scheduling Center
- can see the completion status of each area
- has rights to System
   Settings > Portal
   Preferences > Portal
   Display Options and
   Scheduling & Courses >
   Scheduling > Requests
   and Rosters
- can navigate to these tools and perform tasks according to their assigned tool rights

	ent Request Entry	-
— Che	cklist	
0	Enter student requests using any of the following methods: Requests & Rosters; Walk-in Scheduler; Academic Planning; Campus Student; Teacher Requests. No students are enrolled in 25-26 Harrison High.	)
— Тоо	ls	
Porta	l Display Options	3
Requ	ests and Rosters	
— Rep	orts	
Requ	est Batch Report	8
Requ	est Conflicts Report	
Requ	est Detail Report	Q
Requ	ests Satisfied Report	2
Sche	dule Units Report	3

User 1 - Example of Requests and Rosters rights

○ Read ○ Write ○ Add ○ Delete

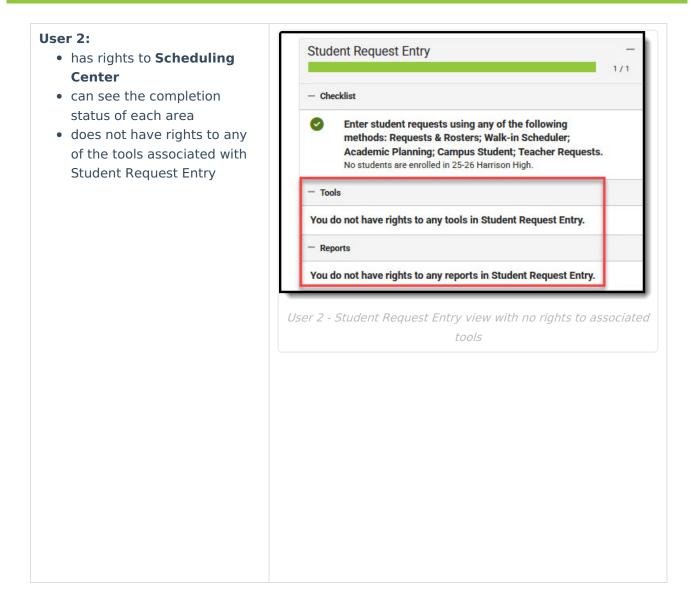
Delete

🗹 Read 🗹 Write 🗹 Add

Can Override Strict Student Constraints

Delete Rosters





## **Suggested User Groups**

- Principals
- Schedulers

See User Groups and Suggested Roles for more information.