

Requests & Rosters - Start here

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[Requests and Rosters](#) is a task-based tool that provides the scheduling team (counselors, administrators, etc.) a way to manage student requests and section rosters in one location. Staff can update course section start dates, create course requests, copy section rosters, etc.

Getting started

- [What is Requests & Rosters?](#)

How-to guides

View by students

- [Filter students](#)
- [Batch edit student requests](#) to [add course requests](#) or [remove course requests](#)
- [Batch edit student rosters](#) to [add students to section rosters](#) or [add students to rosters with a specific start date](#)

View by courses

- [Filter courses](#)
- [Overload a roster](#)
- [Batch edit course requests](#) to [add courses requests for unsatisfied requests](#) or [remove course requests for students](#)
- [Batch edit course rosters](#) to [add students to courses](#) or [remove students from courses](#)

Tutorials

- [Requests and Rosters video](#)

Reference

Navigation

- [Requests & Rosters by students or courses](#)
- [Show details](#), [Filter](#), and [Expand/Collapse](#)
- [Student Constraints](#)
- [Access to other Scheduling tools](#)
- [Action bar details](#)
- [Roster](#) and [Roster Builder](#)

Field descriptions

- [Student Filter side panel](#)
- [Course Filter side panel](#)

Administrator setup

- [Requests and Rosters tool rights](#)