



PLUG IN & CONNECT
HOME BASE SYMPOSIUM 2017

**Scheduling in PowerSchool -
TroubleShooting**
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Session Room | Session Time

Today....

- 1) Known problems that occur in PowerScheduler
- 2) Tips for mass updates
- 3) Got a question? We have answers





Errors and Warnings

Warning The Room file contains a room without a Department code. The room is MB 01. – **Correct all room issues!**

Warning The Room may be unsuitable for the course. **The teacher's preferred room max enrollment is smaller than the course's max enrollment! Room Utilizing Repot while building (after the import)**

Warning Invalid maximum consecutive value found in the Teacher file. **Under Teachers, pull up the teacher noted and change the Consecutive Periods available**

Labs if checked and not used will give an error that labs are not defined. If you have this, go to the course > Preference > **Remove the lab information and save.**



Errors and solutions

- 5. Missing course request? But you see the request on the students' schedule!
- 6. Mass deleting Course Request for a courses
- 7. Red courses in the course catalog?
- 8. Zeros on the Course Rank
- 9. Set Scheduling year – glance in your upper right to ensure of the year



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Courses cannot have a relationship with alone

- 1. Courses cannot have a relationship alone – but no way to delete it?



- 1. Copy the course number to the clipboard
- 2. Navigate to Functions > Update Selections



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Courses cannot have a relationship with alone

- Current Table = ScheduledCourseRelationship
- Search criteria
 - Course_number1 = the course number
 - Course_number2 = leave it blank



- Click Modify records




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Relationship

READ THE SCREEN before continuing!

Course_number2 = populate course_number1




Modify Records

Current Name: [ScreenshotRelationships](#)

Current Number of records in table: 1

Course Number:

Note: This function will permanently modify your database. Use only if you know exactly what you are doing, and bear only with extreme caution. Changes are permanent. You may use "to" reference the existing value of the field.



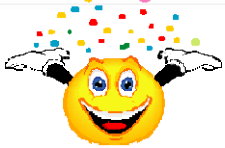

Relationship

Now, go to Courses > select the course > Relationship tab

Click the Blue Course name and you can now delete the relationship

Assignments | Credits | Prerequisites | Relationships | Reports | Tables

Course Name	Course Number	Term	Level
ACAD101 College Transfer Course	100000000	At Request for Building 100	Undergraduate

3 Course Requests Screen Issues

Students at the Sending School can't see the course list on the course request screen?



Students can't see the course list on the course request screen?

The sending school does not have a scenario setup. Once one has been setup (don't worry you don't have to use it) the student at the sending school will be able to select their courses.

Look at the course request courses for a trailing space

Edit Course Group

Name	Priority
100000000	1

4. Course Request Screen Typo

If a lower case was used, you cannot change it to upper case and save.

BUT you can make it wrong to make it right!



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Missing course request? But you see the request on the students' schedule!

GET YOUR STUDENTS:

PowerScheduler > Students > All (or if it a grade level issue just select that one grade level) > Go to PowerSchool

Match the Students to Requests:

In PowerSchool > System > Direct Database Export (DDE)

Current Table = Students (you should see the # of students selected in PowerScheduler)

Current table now needs to = ScheduledRequest – Select all

Click Match Selections (match it to Students)

break it down to the YearID=2700 (search all records)



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Missing course request?

Export the records with the following fields:

- coursenumbr
- SchoolID
- Student_Number
- [1]LastFirst
- StudentID
- YearID

Once exported, open in Excel



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Red courses in the course catalog?

- Did you set the scheduling year?
- Did you create the new year at both the school and lea?
- The course may have expired and needs to be removed/replaced.



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Set Scheduling year

It is a good business practice to glance in your upper right to ensure of the screen to check that the scheduling year is correct each time you access PowerScheduler.

DO NOT put in Course Requests until you have the scheduling year set!



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Functions

Functions can mass update:

- Students
- Teachers
- Courses
- Rooms




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Functions

PowerScheduler > Functions > Update Selections
 Current Table = Schedule Catalogs
 Click Select All Records
 Click List View
 Find the record (your Active Catalog) that says True and note the ID of that record (ex. 344)
Select the Courses in your Catalog that you want to Update

PowerScheduler > Functions > Update Selections
 Current Table = ScheduleCourseCatalogs
 Under the Search option choose field CourseCatalogID
 Choose =
 Type your Catalog ID (ex 344)
 When the records are returned, click Select Records by Hand
 Hold down the Control Key and select the courses you want to update







Functions

Use Auto Fill to Update your Courses
 Functions > Click Auto Fill Course Information

Make sure you click the selected courses so you don't update everything
 Enter in only the data that you want to update (other settings will remain the same)



Remember

When Building or Loading, you MUST import to see the changes you made.

When Building, the Build Log View can give you better ideas as to why something didn't Build.




REPORTS are your Friends

RUN REPORTS!

Look for Yes to schedule for rooms, students, courses, and teachers.

Look for holes in populated columns




Before the Commit ---

DPI highly suggests that a

Pre-Commit validation plugin get installed

It's found on PowerSource

To download the plugin, visit: PowerSource
<https://support.powerschool.com>

Home > Community > PowerSource Exchange

Search for ID=682

