Pre Build Reports in PowerScheduler

Check the box preceding the report title to use a selected group of Students

☑ Alternate Request Report

When you click on the reports that display to the screen, you cannot tell when they are running (there is no ball circling at the top, or hour glass tumbling, or any bars at the bottom of the screen). Some take several minutes to display on the screen – be patient.

Also remember that anything in blue is a link and is clickable. Headings in blue will re-sort.

Reports that display to the screen can be printed by selecting the printer icon at the upper right area of the screen in the blue bar just under the Scheduling Year. 🖨

Conflict Matrix Export

This report exports a Course conflict matrix. Run once all Requests are in.

Setup Example:

- o Include All Students – you also have the option to only use a select group of Students.
- o Output Form: select Tab-Delimited (*Simple HTML will print to the screen)
- o Conflict Definition: select Count Students with multiple requests for a …
- o Identify Course By: select Course Names

Courses Across Top

- o Include All Courses
- o Sort by: select Course Name
- o Include Rows for: select Number of Requests (or Sections)

Courses Along Side

- o Include All Courses
- o Sort by: select Course Name
- o Include Columns for: select Number of Requests (or Sections)

If you have selected to Include All Courses you don't need to check all the boxes.

Submit and Save

Select Desktop and Save

In Excel select File > Open > Select Desktop

Down in Files of type: drop down and select **All Files(*.*)**

Select the file SchedulerData.text and Open

Select Next and Next again

On this third screen hold down your shift key and move the bottom bar to the far right and click on the last column – this should highlight all the columns

Select Text and Finish (by opening the report up this way preserves the numbers as text)

*If you select Output Form as HTML and want to copy & paste into Excel, you will need to move the top row to the right to align.

You may also want to run on certain groups of classes, for example singleton classes. In Excel you may want to Filter to narrow down the courses with the most conflicts.

	[Reqs]	Algebra	Art I	Art II	Band	Biology	Chorus	Drivers Education	English 10	Food and Nutrition	Food Pairing	French II	Geometry	Introduction to Ceramics I	Introduction to Ceramics II	Introduction to Sculpting I
[Reqs]		33	20	20	16	33	26	126	126	21	21	43	51	21	21	20
Algebra	33	0	9	9	0	33	0	33	33	6	6	6	0	12	12	6
Art I	20	9	0	20	0	9	0	20	20	0	0	9	11	0	0	0
Art II	20	9	20	0	0	9	0	20	20	0	0	9	11	0	0	0
Band	16	0	0	0	0	0	0	16	16	0	0	0	0	0	0	0
Biology	33	33	9	9	0	0	0	33	33	6	6	6	0	12	12	6
Chorus	26	0	0	0	0	0	0	26	26	0	0	14	0	0	0	0
Drivers Education	126	33	20	20	16	33	26	0	126	21	21	43	51	21	21	20
English 10	126	33	20	20	16	33	26	126	0	21	21	43	51	21	21	20
Food and Nutrition	21	6	0	0	0	6	0	21	21	0	21	11	15	0	0	0
Food Pairing	21	6	0	0	0	6	0	21	21	21	0	11	15	0	0	0
French II	43	6	9	9	0	6	14	43	43	11	11	0	23	5	5	4
Geometry	51	0	11	11	0	0	0	51	51	15	15	23	0	9	9	14
Introduction to Ceramics I	21	12	0	0	0	12	0	21	21	0	0	5	9	0	21	0
Introduction to Ceramics II	21	12	0	0	0	12	0	21	21	0	0	5	9	21	0	0
Introduction to Sculpting I	20	6	0	0	0	6	0	20	20	0	0	4	14	0	0	0

Conflicting Students List

This report identifies Students with primary requests for two given courses. It will produce a list of Students that have the following 2 course requests. When I tested this it also looked at Electives but not Alternates.

Students With Request Conflict

Course Number 1	19003	Associate
Course Number 2	19004	Associate

Once the list is produced these Students become your selection. You will see the Functions Menu at the top which you can use for further processing.

Students with Conflict

	Student
1.	Anderson, Randy
2.	Birklacich, Jared
3.	Cheatham, Utu
4.	Cloward, Douglas
5.	Collins, Erin
6.	Davis, Scott
7.	Gerdes, Emily
8.	Hagen, Hannah
9.	Hemingway, Kaylee
10.	Hutchinson, Corey

Functions Menu

Course List

This report contains a list of the Courses that you are offering in your Catalog. You can run this report to see what information is missing or incorrect at a glance. The list contains pertinent information: Course Number, Name, Department, Max, Number of Sections, Periods per Meeting & Cycle, Frequency, Scheduled Terms, Terms Offered, Load Priority, and Rank. **Note:** If the Master Schedule is copied and/or sections are created in the Visual Scheduler they may not populate in this report. Check the Master Schedule List for sections.

Courses

Build: 2012-2013-mjs   Catalog: 2011-2012

Number	Name	Department	Facilities	Max	Sections	PP Meeting	PP Cycle	Frequency	Sched Terms	Terms Offered	LP	Rank
10003A	Algebra	MATH		25	1	1	1	1	1	S1,S2	10	60
10004A	Geometry	MATH		25	2	1	1	1	1	S1,S2	10	410
10007A	Calculus	MATH		25	4	1	1	1	1	S1,S2	10	550
10008A	AP Calculus	MATH		25	1	1	1	1	1	S1,S2	10	330
11002A	Environmental Science			25	0	0	0	0	1	S1,S2	0	0
11003A	Biology	SCI		25	1	1	1	1	1	S1,S2	10	10
11004A	Physical Science	SCI		25	2	1	1	1	1	S1,S2	10	400
11006A	AP Chemistry	SCI		25	2	1	1	1	1	S1,S2	10	430
11007A	Physics	SCI		25	4	1	1	1	1	S1,S2	10	560
11008A	AP Physics	SCI		25	1	1	1	1	1	S1,S2	10	340
12002A	English 10	ENG		25	4	1	1	1	1	S1,S2	10	530
12004A	English 12	ENG		25	2	1	1	1	1	S1,S2	10	490
12005A	Speech			25	0	0	0	0	1	S1,S2	0	0
12006A	Journalism	ENG		25	2	1	1	1	1	S1,S2	10	460

In looking at this Course List report you can quickly see that 2 courses don't have a Department listed, they also have no sections, load priority, etc which tells you to either fill them in or if these Courses are not being used, remove them from your catalog.

Course Relationships

This is a simple list of all the Courses that have a Relationship & the Type of Relationship.

Course Relationships					
Build: 2012-2013-mjs Catalog: 2011-2012					
Course Number 1	**Course Name 1**	**Course Number 2**	**Course Name 2**	**Type**	**Code**
19005	Advanced Cabinetry I	19006	Advanced Cabinetry II	Block	After

Course Request Tally

This report lists the number of Primary Requests and Alternates for each Course. This report can be run for all or a selected number of Students.

Course Request Tally					
Build: 2012-2013-mjs Catalog: 2011-2012					
Course	**Course Name**	**Primary**	**Alternate**	**Elective Alt**	**Total**
10003A	Algebra	33	0	0	33
10004A	Geometry	51	0	0	51
10007A	Calculus	102	0	0	102
10008A	AP Calculus	28	0	0	28
11003A	Biology	33	0	0	33
11004A	Physical Science	48	0	0	48
11006A	AP Chemistry	54	0	0	54
11007A	Physics	100	0	0	100
11008A	AP Physics	28	0	0	28
12002A	English 10	126	0	0	126
12004A	English 12	61	0	0	61
12006A	Journalism	50	0	0	50
12007A	Creative Writing	50	0	0	50
12008A	English Lit & Comp	47	0	0	47

Requests by Course

This report lists all Courses and the Students who have requested each. This report can be run for all or a selected number of Students.

Requests By Course			
Build: 2012-2013-mjs Catalog: 2011-2012			
Course #	**Course Name**	**#**	**Student Name**
19005	Advanced Cabinetry I	1	Andrews, Ben
		2	Christensen, Tom
		3	Edwards, Paul
		4	Gines, Heather
		5	Hallock, Brieann
		6	Kelley, Corby
		7	Loudenslager, Kayla
		8	Perry, Spencer
		9	Pinto, Dale
		10	Richards, Kayla
		11	Robinson, Justin
		12	Sadeddin, Nicholas
		13	Schouten, Joey

Requests by Student

This report lists all Students and their Course Requests. This report can be run for all or a selected number of Students.

Requests By Student

Build: 2012-2013-mjs   Catalog: 2011-2012

Student #	Student Name	#	Course #	Course Name
6014	Ackerman, Bob	1.	10001A	Consumer Math
		2.	11001A	Earth Science
		3.	12001A	English 9
		4.	17001	First Aid/CPR
		5.	19001	Intoduction to Woodworking I
		6.	19002	Intoduction to Woodworking II
		7.	22001	Introduction to Art I (Elective Alt)
		8.	22002	Introduction to Art II (Elective Alt)
		9.	20001	Introduction to Electronics I (Elective Alt)
		10.	20002	Introduction to Electronics II (Elective Alt)
		11.	21001	Introduction to Foods I (Elective Alt)
		12.	21002	Introduction to Foods II (Elective Alt)
		13.	14001	Keyboarding
		14.	16001	PhysEd 9
		15.	15001	Spanish I
		16.	13001A	U.S. History
		17.	14002	Word Processing
4870	Adams, Eric	1.	10007A	Calculus
		2.	18002	Chorus

Room List

This report lists the Rooms and their demographics.

Rooms

Build: 2012-2013-mjs   Catalog: 2011-2012

Number	Description	Max	Sched	Department	Dept. Use Only	Facilities	Fac. Use Only	Always Free	Building	House
2	2	36	Yes	ART	Yes		No	No		
3	3	36	Yes	ART	Yes		No	No		
4	4	36	Yes	ART	Yes		No	No		
9	9	36	Yes	CS	Yes		No	No		
10	10	36	Yes	CS	Yes		No	No		
8	8	36	Yes	CS	Yes		No	No		
7	7	36	Yes	CS	Yes	Computer Lab	Yes	No		
105	105	36	Yes	ENG	No		No	No		
104	104	36	Yes	ENG	No		No	No		
103	103	36	Yes	ENG	No		No	No		
102	102	36	Yes	ENG	No		No	No		
14	14	36	Yes	FA	No		No	No		
13	13	36	Yes	FA	No		No	No		
12	12	36	Yes	FA	Yes	KITCHEN	Yes	No		
11	11	36	Yes	FA	No		No	No		
208	208	36	Yes	MATH	No		No	No		
206	206	36	Yes	MATH	No		No	No		
205	205	36	Yes	MATH	No		No	No		
202	202	36	Yes	MATH	No		No	No		

Student List

This report lists all the Students and their Preference page information. This report can be run for all or a selected number of Students.

Students

Build: 2012-2013-mjs   Catalog: 2011-2012

Number	Name	Grade	Gender	Next Grade	Priority	YOG	Locked	Building	House	Team
2457	Walker, Aaron	9	M	9	30	2016	No			
1190	Lindaas, Timothy	9	M	9	30	2016	No			
2094	Spencer, Erin	9	F	9	30	2016	No			
1192	Lommen, Jakob	9	M	9	30	2016	No			
1194	Lopez, Brooks	9	F	9	30	2016	No			
1196	Loueng, Hector	9	M	9	30	2016	No			
1197	Loumeau, Matthew	9	M	9	30	2016	No			
1200	Lynn, Kim	9	F	9	30	2016	No			
2095	Spencer, Justin	9	M	9	30	2016	No			
1559	Olson, Alisa	9	F	9	30	2016	No			
1562	Olson, Jaime	9	F	9	30	2016	No			
1563	Olson, Kayla	9	F	9	30	2016	No			
1564	Olson, Kimberly	9	F	9	30	2016	No			
1565	Olson, Nicholas	9	M	9	30	2016	No			

The word Locked is deceiving; it has been confirmed with Pearson that you cannot Lock a schedule.

Teams will display if they are selected and display on the Student's Preferences screen.

Student Request Tally

This report lists the number of requests & alternates for each Student and the Number of Credits for each. This report can be run for all or a selected number of Students.

Student Request Tally

Build: 2012-2013-mjs   Catalog: 2011-2012

#	Student	% Scheduled	Primary	Credits	Alternate	Credits	Total	Credits
1.	Adair, Justin	0	0	0	0	0	0	0
2.	Adams, Bethany	0	0	0	0	0	0	0
3.	Adams, Eric	44	7	5	0	0	7	5
4.	Ahlberg, Hannah	38	6	3.5	6	3	12	6.5
5.	Aikinson, Jeffrey	0	0	0	0	0	0	0
6.	Alfonso, Kylee	31	5	3	0	0	5	3
7.	Allen, Brandon	44	7	5	0	0	7	5
8.	Allred, Ashton	44	7	5	0	0	7	5
9.	Allred, Dillon	44	7	5	0	0	7	5
10.	Allred, Jacob	0	0	0	0	0	0	0
11.	Almanza, Emma	38	6	4.5	0	0	6	4.5
12.	Anderson, Anna	0	0	0	0	0	0	0
13.	Anderson, Bob	0	0	0	0	0	0	0
14.	Anderson, Cassandra	0	0	0	0	0	0	0
15.	Anderson, David	38	6	4.5	0	0	6	4.5
16.	Anderson, Dixie	50	8	5.5	6	3	14	8.5
17.	Anderson, Emilia	31	5	3	0	0	5	3

Teacher Assignments by Course

This report lists the Teacher Assignments for each Course.

Teacher Assignments By Course

Build: 2012-2013-mjs   Catalog: 2011-2012

Course #	Course Name	#	Teacher Name	# Sections	Term
19005	Advanced Cabinetry I	1.	Berndt, Gordie E	1	
19006	Advanced Cabinetry II	1.	Berndt, Gordie E	1	
22011	Advanced Ceramics I	1.	Martin, Gabriel U	1	
22012	Advanced Ceramics II	1.	Martin, Gabriel U	1	
21005	Advanced Foods I	1.	Brachemyer, Dan	1	
21006	Advanced Foods II	1.	Brachemyer, Dan	1	
22019	Advanced sculpting I	1.	Thatcher, Angela B	1	
22020	Advanced Sculpting II	1.	Thatcher, Angela B	1	
10003A	Algebra	1.	Derringer, Malcom B	1	
10008A	AP Calculus	1.	Derringer, Malcom B	1	
11006A	AP Chemistry	1.	Garcia, Jerry M	2	
12009A	AP English Lit & Comp	1.	Leier, Joshua P	1	
11008A	AP Physics	1.	Mitchell, Sean V	1	
22003	Art I	1.	Kimball, John I	1	
22004	Art II	1.	Kimball, John I	1	
18001	Band	1.	Kook, Steve M	2	
11003A	Biology	1.	Mitchell, Sean V	1	
19003	Cabinetry I	1.	Berndt, Gordie E	1	
19004	Cabinetry II	1.	Berndt, Gordie E	1	

Teacher Assignments by Teacher

This report lists all the Course Assignments for each Teacher.

Teacher Assignments By Teacher

Build: 2012-2013-mjs   Catalog: 2011-2012

Teacher Name	#	Course Name	Course #	# Sections	Term
Abram, Michael	1.	Ceramics I	22009	1	
	2.	Ceramincs II	22010	1	
	3.	Introduction to Ceramics I	22007	1	
	4.	Introduction to Ceramics II	22008	1	
Adams, Mark B	1.	Family Education	17003	4	
Berndt, Gordie E	1.	Advanced Cabinetry I	19005	1	
	2.	Advanced Cabinetry II	19006	1	
	3.	Cabinetry I	19003	1	
	4.	Cabinetry II	19004	1	
Bowe, Sheldon K	1.	Master Craftsman I	19007	1	
	2.	Master Craftsman II	19008	1	
	3.	Robotics I	20005	1	
	4.	Robotics II	20006	1	
Brachemyer, Dan	1.	Advanced Foods I	21005	1	
	2.	Advanced Foods II	21006	1	
	3.	Food and Nutrition	21003	1	
	4.	Food Pairing	21004	1	
Bryant, Renata L	1.	Culinary Cuisine I	21007	1	
	2.	Culinary Cuisine II	21008	1	
Carlson, Steven N	1.	Creative Writing	12007A	2	
	2.	Journalism	12006A	2	
Davis, Deborah W	1.	English 10	12002A	4	
Derringer, Malcom B	1.	Algebra	10003A	1	

Teacher List

This report lists Teacher's Scheduling Preferences.

Teachers

Build: 2012-2013-mjs   Catalog: 2011-2012

Teacher	Department	Room	Consecutive	Always Free	Building	House	Team
Abram, Michael		2	5	No			
Adams, Mark B		10	5	No			
Berndt, Gordie E		7	5	No			
Bowe, Sheldon K		11	5	No			
Brachemyer, Dan		12	5	No			
Bryant, Renata L		13	5	No			
Carlson, Steven N	ENG	102	5	No			
Davis, Deborah W	ENG	103	5	No			
Derringer, Malcom B	MATH	202	5	No			
Dombeck, Bartolomeu E	ENG	203	5	No			
Edwards, Karrie H	MATH	204	6	No			
Finton, Linda J	SOC	304	5	No			
Foreign Lang, TBH	WL	504	5	No			
Garcia, Jerry M	SCI	403	5	No			
Geraghty, Mark P	SCI	404	5	No			
Grogan, Lynn N	WL	500	5	No			
Hastings, Jacquelyn V	PE/HE	22	5	No			
Higgins, Theodore X	FA	14	5	No			
Jorgenson, James J	CS	8	5	No			
Kimball, John I	ART	3	5	No			
Kook, Steve M	MU	15	4	No			Celtics
Kyser, Kenneth	FA	20	5	No			