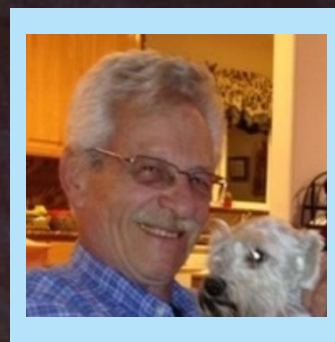




Scheduling Groups and Teams

Session 340



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Agenda

01 Overview of Grouping Fields

02 Scheduling Group

03 Team Course Group &
Team Number

04 Class Link

05 Trouble Shooting



Overview of the Grouping Fields

- The **Scheduling Group** fields are located in the **STU (STU.SG)**, **SMS (SMS.SG)**, and **MST (MST.SG)** tables and may be 1 or 2 characters
- The **Team Course Group** fields are located in the **SMS (SMS.CG)** and **MST (MST.CG)** tables and may be 1 or 2 characters
- The **Team Number** fields are located in the **SMS (SMS.TM)** and **MST (MST.TM)** tables and may be any number 0 - 9,999
- The **Team Course Group** and **Team Number** fields work as a pair, not individually
- The **Class Link** fields are located in the **SMS (SMS.CL)** and **MST (MST.CL)** tables and may be 6 characters
- A school may use any or all the fields depending on how students are grouped.



Scheduling Group Fields

- Scheduling Group Fields: **STU.SG**, **SMS.SG**, **MST.SG**
- Scheduling Group Codes may be one or two characters
- Scheduling Group Codes for the drop-down list are stored in the **COD** table (**MST.SG**)
- Students with a Scheduling Group code are scheduled into sections with a matching Scheduling Group code, *or into sections with a blank Scheduling Group code*
- General rule: If you are using the Scheduling Group field in a grade level, then all students in that grade level must have a Scheduling Group code



Team Course Group and Team Number

- Team Course Group fields: **SMS.CG** and **MST.CG**
Team Number fields: **SMS.TM** and **MST.TM**
- Team Course Group codes may be 1 or 2 characters
Team Numbers are any number 0 - 9,999
- Team Course Group codes for the drop-down list are stored in the COD table (**MST.CG**)
- To use the Team Course Group and Team Number fields, assign the **same** Team Course Group code to **all** sections of **all** courses that are to be divided into teams or groups
- The Team Numbers create the groups of students.
 - For 3 groups of students, use 3 different Team Numbers
 - For 7 groups of students, use 7 different Team Numbers



CLASS LINK FIELDS

- Class Link Fields: **SMS.CL** and **MST.CL**
- Class Link Fields may be a maximum of 6 characters
- The Class Link fields were designed to keep students together for Fall and Spring Courses – same students, same period, same teacher
- The Class Link fields may be used for trimester and/or year-long courses
- Each group of sections (2 or more sections) that are linked together must have the same unique Class Link code



TROUBLE SHOOTING

- Use QUERY to see the number of students in each Scheduling Group, by grade or next grade

TOTAL STU GR SG BY GR SG

TOTAL STU NG SG BY NG SG

- Run the Scheduling Master Schedule report by Course
- Verify the Scheduling Group, Team Course Group, and Team Number fields
- Use QUERY to identify linked sections. **Tables**, **Fields**, Sort, **Condition**

LIST **SMS** **FTF** **SSM** **STF** **CRS** **SMS.SE** **FTF.STI** **SMS.SM** **SMS.CL** **SMS.CN**
CRS.CO **STF.LN** BY STF.LN FTF.STI SMS.CL SMS.SM IF SMS.CL > " "



SUPPORTIVE DOCUMENTATION

- [Complex Schedules – Teams, Houses, Academies, etc.](#)
- [Complex Schedules – Team / Course Group and Team Number Fields](#)
- [Class Links](#)
- [Scheduling Guide for using Team Course Groups and Teams Numbers](#)
- [Group Scheduling Examples_ Which Strategy to Use?](#)



KEY TAKEAWAYS

- General rule: When using the Scheduling Group fields in a grade level, then all students in that grade level must have a Scheduling Group code.
- To use the Team Course Group and Team Number fields, assign the **same** Team Course Group code to **all** sections of **all** courses that are divided into teams or groups.
- To use the Class Link field, enter the same code for 2 or more sections to keep the same students in those linked sections when students are scheduled.



Additional Workshops to Consider

- 272 Flex Queries
- 305-1 Managing Scheduling Course Requests
- 305-2 Student Course Requests Using the Aeries Student Portal
- 310-1 Student Scheduling for Next Year – Building the Scheduling Master Schedule
- 310-2 Student Scheduling for Next Year – Scheduling Students
- 320 Master Schedule Building Theory
- 325-1 Flex Scheduling – Traditional Bell Schedules
- 325-2 Flex Scheduling – Complex Bell Schedules
- 328 Elementary School with Primary Class
- 330 Scheduling Master Schedule Board



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