

The Scheduler –

Summer 2016 – Vol 2, Issue 1

Scheduling 101:

Calling all department schedulers! If you are new to scheduling or have questions, concerns, or just want a refresher, we will be offering Scheduling 101 three times this summer!

We have updated the presentation, so even if you saw it last year, it is new and improved!

Here are just a few of the highlights:

- Edits – U got the Look
- Deadlines – Sign ‘O’ the Times
- Round table discussion – Lets go Crazy

And, yes, we will have goodies!

Please pre-register at schedule@oregonstate.edu for one of the dates and times below, seating is limited, and we hope to see you there!! Registrar’s Conference Room, KERR 102B

July 20, 10-11 am

August 18, 1-2 pm

Sept. 13, 2-3 pm



SSR1000 Guidelines:

The University has mandated that we provide students with course information one year out.

After the preliminary add/delete period, the SSR1000 is the primary tool for departments to make edits to classes to help us meet this mandate. We expect the SSR1000 to reflect the majority of changes that the department will have for the term.

Last minute changes happen, we understand that, but they should not be the norm. By making excessive changes after the scheduling deadlines, it is providing a disservice to the students who are trying to plan their schedules so they can graduate in a timely manner.



Helpful Links:

Scheduling Deadlines:

<http://oregonstate.edu/registrar/scheduling-deadlines>

SSR1000Instructions:

<http://oregonstate.edu/registrar/ssr1000-instructions>

Zone Requirements:

<http://oregonstate.edu/registrar/zone-requirements>

REMINDER! WINTER SSR1000 is due by JUNE 24, 2016