

Master Schedule Builder

Administrator's Plus **Use Multi-line mode** **SCHEDULE BOARD** View schedule by: All Year

| BLOCK | Home Econ | For Lang | English | Tech Ed | Music/Art | Phys Ed | Math | Science | SocStudies | Number of Sections | Balance | | | | | | | | | | |
|-------|------------------|-------------------|-------------------|-------------------|-------------------|------------------|-----------------|------------------|-----------------|--------------------|------------------|-------------------|-------------------|-------------------|-------------------|----------------------|--------------------|----|----|----|----|
| | Post, Emily | Dumas, Mr. | Cortez, Mr. | Chips, Mr. | Brodie, Miss Jean | For, Resa Eric | Edison, Thomas | Copeland, Aaron | Escher, Maurits | Unassigned | Thorpe, Jim | Einstein, Alfred | Euclid, Mr. | Newton, Isaac | Carver, G.W. | Herodotus, Mr. | Churchill, Winston | 9 | 10 | 11 | 12 |
| A1 | 600/01 (1) Food | 006/03 (3) Englis | 010/01 (1) AP Eng | 008/01 (2) Englis | | | | 502/01 (1) Choru | | | | 104/02 (2) Algebr | 200/03 (3) GenS | | | 302/03 (3) US Histor | 8 | 62 | 24 | 33 | 50 |
| B1 | 600/01 (1) Food | 400/01 (1) Frenc | 410/01 (1) Spani | | | 804/01 (1) Word | 808/01 (1) Comp | **Excluded** | | | | | 108/02 (2) Algebr | 208/01 (1) Physic | 208/01 (1) Prac | 302/02 (3) US Histor | 10 | 55 | 36 | 30 | 46 |
| C1 | 604/01 (1) Child | | 008/02 (2) Englis | 006/02 (3) Englis | 702/01 (1) Wood | | 500/01 (1) Band | | | | 100/01 (1) Basic | | 202/03 (3) Biolog | 300/03 (3) World | | | 9 | 52 | 44 | 32 | 36 |
| D1 | | | 414/01 (1) Spani | 004/01 (3) Englis | 002/03 (4) Englis | | **Excluded** | 510/02 (3) Art | | | 904/02 (5) P E | 112/01 (1) Calcul | 108/02 (2) Geom | 202/02 (3) Biolog | | 304/01 (1) Geogr | 11 | 46 | 55 | 49 | 43 |
| E1 | **Excluded** | 404/01 (1) Frenc | 002/01 (4) Englis | 004/02 (3) Englis | 002/04 (4) Accou | 802/01 (1) Accou | **Excluded** | | | | 904/05 (5) P E | 102/01 (1) PreAlg | | 204/02 (2) Chemi | 300/01 (3) World | 312/01 (1) West | 10 | 57 | 22 | 36 | 46 |
| F1 | **Excluded** | 402/01 (1) Frenc | 412/01 (1) Spani | 004/03 (3) Englis | | 800/01 (1) Keybo | **Excluded** | 510/03 (3) Art | | | 904/03 (5) P E | 110/01 (1) PrCal | 210/01 (1) Field | 308/02 (2) Sociol | 310/01 (2) Ancien | | 12 | 28 | 58 | 87 | 31 |
| G1 | **Excluded** | 406/01 (1) Frenc | 416/01 (1) Spani | 006/01 (3) Englis | | 710/01 (1) Comp | **Excluded** | | | | 904/04 (5) P E | 106/01 (2) Geom | 200/01 (3) GenS | 204/01 (2) Chemi | 300/02 (3) World | 302/01 (3) US Histor | 11 | 54 | 36 | 46 | 49 |
| H1 | **Excluded** | | | | | 806/01 (1) Data | 700/01 (1) Wood | **Excluded** | 510/01 (3) Art | | 904/01 (5) P E | 104/01 (2) Algebr | 108/01 (3) GenS | 200/02 (3) Biolog | 202/01 (2) Sociol | 310/02 (2) Ancien | 11 | 56 | 39 | 63 | 23 |

Qtr 1 Qtr 2 Qtr 3 Qtr 4 Sem 1 Sem 2 All Year Select All

Fit To Screen

Right click on a department or a teacher to hide them.

Build your school's best master schedule with confidence and on your terms.



Stay ahead of the game!

Don't want to cram your master schedule building into the summer?

You don't have to wait for the current school year to end to get started - create a new year and build your master schedule when it's most convenient for your school.

Prep your lists

- The Master Schedule of Requests lists all students' requests by department to ensure appropriate course selections.
- Generate a tally report of students who requested each course by grade, gender or other criteria.

Master Schedule Builder: It's time to get your summers back



Rediker's scheduling program is the best one on the market.

Mitch Francis, Administrator
Horace Mann School, Bronx, NY



We understand the enormity of the challenge educators face each year when building a master schedule. Between requirements for each grade level, course requests, singletons, teacher and room availability and section balancing, planning out a successful high school schedule can consume many more hours, days or even weeks than any other school process.

That is why we built the Super Deluxe Schedule Builder in AdminPlus. It provides advanced and powerful tools to help you meet your scheduling goals, maximize course fulfillment, and minimize conflicts - all while sparing you the extra headaches that come with building a master schedule.

Getting Started: Course Requests

Each high school has a different approach to assigning courses, and our builder is designed to accommodate those complexities. Depending on your school model, you can choose to assign courses to your students, allow them to choose their own, or even a combination of both.

Online Course Requests: Your school has the option to use Online Forms for students to complete and submit course requests online. Data submitted with Online Forms is uploaded into AdminPlus automatically.

Print Forms and Reports: Generate sign-up sheets, manual or scanned course request forms, course preference forms, and course request verification forms right in our Master Schedule Builder.

Course Master List: Produce lists with details such as level, credits, weight, GPA factor, optimum size, length (semester, year, quarter, etc.), book titles and fees (course, books, labs, etc.). Print any of these details on students' schedules.

“ Our schedule is exceptionally complex, and with the help of your product, 97% of our students have been scheduled successfully for the upcoming semester - a number that we could have only dreamed about a few years ago. ”

-Thomas M. Barhorst, Principal
Ursuline Academy, Cincinnati, OH

The screenshot shows two overlapping windows from the Master Schedule Builder software. The top window, titled "ASSIGN PREFERRED TEACHERS TO COURSES", contains a table with columns for "Crs #", "# Of Sec", "Course Name", "Department", and "Course Length". Below the table are three numbered instructions: 1. Select a course and then choose all of the teachers that you want to teach that course and move them to the box in the lower right. Within that box, double clicking on a teacher increases the number of sections for that teacher. (Or click the + sign). 2. The ORDER in which teachers are listed is how they will be used if the number of sections are less than the number of teachers. Use the up and down arrow icons to change the order. 3. Right click on a teacher in either box to see to which courses they have already been assigned as well as their department, excluded periods and other information. The bottom window, titled "ENTER THE EXCLUDED PERIODS FOR EACH TEACHER", contains a table with columns for "#", "ID", "Teacher", and "Excluded Periods". A text box on the left of this window says "This screen allows you to enter the periods that cannot be taught by a teacher." Both windows have "Exit [Esc]", "Import Preferred Teacher", "Edit [F3]", and "Done [F10]" buttons.

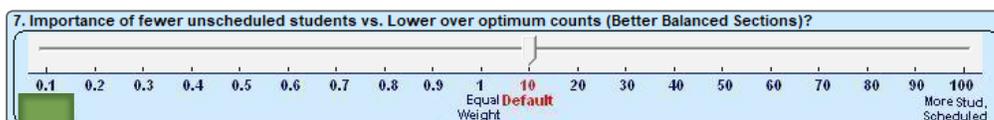
Assign teachers to courses in order of preference for the builder to determine the best combinations.

Exclude periods to accommodate part-time teachers, to break up the number of courses in a row, or to schedule staff meetings.

Scheduling Preferences and Requirements

There is no compromising when using our Master Schedule Builder. It is equipped to meet the customization level you need to build a schedule that coincides with your school model, teacher availability, special programs, class size, etc. The builder will test, match and generate the best combinations based on the parameters and constraints you enter:

- Singletons, doubletons, and multi-course sections
- Preferred and secondary course teachers
- Period exclusions
- Block rotations
- Scheduling cycles
- Course priority levels
- Linked and concurrent courses
- Section balancing
- Courses by quarter or semester
- Prerequisites



Section Balancing: Set your ideal optimum counts for your classrooms. The builder will take your settings into account as it fits students into their priority and elective courses.

Know your options

- Build schedules for both semesters at once. The builder will select the best semester, trimester or quarter for courses that are not all year.
- The builder automates the optimization process and section balancing.
- Once you have a course scheduled, you can lock it to prevent shuffling.

Teacher, time, and room pools

The builder will try to use the most preferred teacher first, but it will use secondary teachers from the pool if that allows more students to be scheduled.

Time pools allow for courses that meet only some days in the rotation, or meet more than one period on some days. The builder will try to select a room from the pool that matches both the course and teacher preference.

Master Schedule Building in AdminPlus

Lots of Singletons? No problem!

Worried about how all those pesky singletons will complicate your schedule? Don't be.

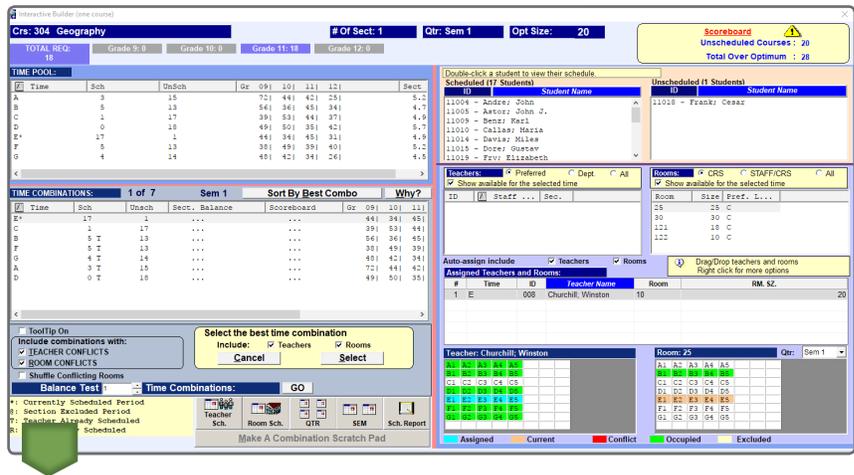
When building your schedule, you can work with your most difficult courses first to allow other sections and blocks to fall in place around them.

Build with control and confidence

- The builder tests each possible meeting time and shows you which times are best.
- See how you're doing with the graphical scheduling console and running "scoreboard".
- Keep your options open by saving and retrieving builds any time during the process.
- Compare builds to determine the best possible schedule.

Build Your Master Schedule Fine tune and perfect your schedule

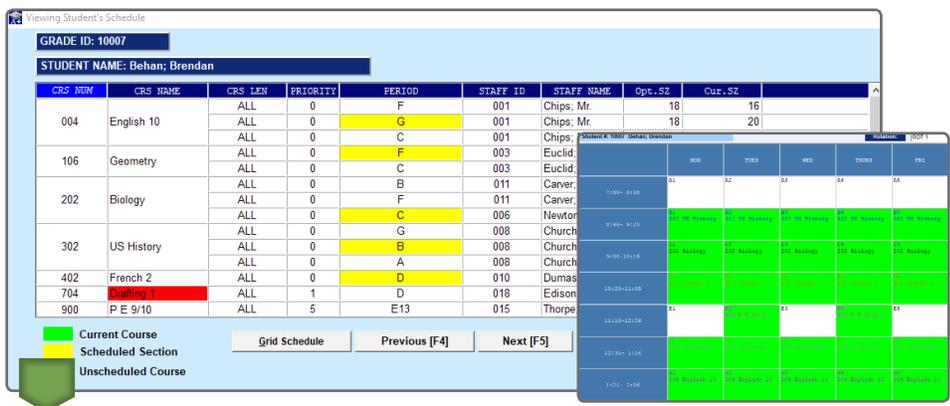
This is where the builder really shines. With the interactive mode, you can see each course and the top recommended blocks to assign it. You will clearly be able to see the number of scheduled and non-scheduled students in relation to the optimum size of each section.



Interactive Mode: Get an overview of recommended course builds and quickly analyze where conflicts occur.

Evaluate and Resolve Conflicts

The Master Schedule Builder makes it easy to resolve conflicts, such as exceeding section optimums, higher priority courses, teacher availability, or too many courses requested. Unscheduled students and teachers are listed automatically in interactive mode, making it convenient to click and view their schedules and conflicts at any stage of your current build. This allows you to evaluate how to adjust your build to maximize course fulfillment and finalize your master schedule.



Student Schedule View: Tap into unscheduled students to view their current schedule and easily evaluate conflicts and constraints.

Ready to Learn More? Get your summers back and build your best master schedule by contacting your account representative today!