

CLSS Room Seek

Room Seek allows you to see what rooms are available for your sections. Room Seek will only be available after the room assignment phase is complete. It will be available in the Review phase and beyond for each term. It is available in three main areas of the CLSS screens.

The screenshot displays the CLSS Front Page interface. On the left is the CLSS Picker, a grid with time slots from 3pm to 8pm. A red vertical line is drawn at the 6pm slot. Below the grid are three tabs: Meetings, Rooms, and 25Live Room Seek. The 25Live Room Seek tab is active. The main area shows Section Attributes (Instructor: Morse, Kenneth (800380814)) and Course Attributes (None Assigned). The Room dropdown is set to 'General Assignment Room' and the Schedule dropdown is set to 'TR 8am-9:15am'. A Meeting Details dialog box is open in the foreground, showing the following fields: Pattern (TR 8am-9:15am), Type (Lecture (Class)), Room (General Assignment Room), Add Override (No), Room Attributes (General Purpose Classroom; Evansdale Campus; iDesign Standan), and Dates (8/17/2022 to 12/8/2022 (Full Term)). The Room dropdown in the dialog is set to '25Live Room Seek'. The dialog has 'Cancel' and 'Accept' buttons.

CLSS Front Page

CLSS Picker

CLSS Meetings Details Tab

When working with a section with only one meeting pattern, a room can be searched for from any of the three locations.

TIP: If you have multiple meeting patterns you will want to search for a room on the Meeting Details of EACH of the patterns.

25Live Room Seek: Available, Meets All Criteria

Rooms shown on this tab are rooms that meet all the criteria that has chosen in CLSS. This includes Max Enrollment, Room Features, Campus, and Meeting Pattern.

The rooms returned in this search will be limited to the Room Features selected in CLSS. The search below was for a general purpose, Evansdale campus, iDesign standard classroom. If the room features were set to an Evansdale departmental room only the departmental rooms that the SLI has access to will be displayed.

TIP: If a search returns no results try changing the Room Features and running the search again. For example, if no iDesign standard classrooms are available, change the Room Features to iDesign plug and play.

25Live Room Seek

CSAD 200-001: Introduction to Communication Disorders (CRN: 81334; CLSS ID: 1334)

Campus: WVU Campus Course	Meets: TR 8am-9:15am 8/17/2022 - 12/8/2022	Enroll Max: 75	Room Features: General Purpose Classroom, Evansdale Campus; iDesign Standard Classroom
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Available, Meets All Criteria Available, Criteria Not Met Not Available

Room	Capacity
Select EVC-E 414 - Evansdale Crossing 414	106
Select BTT-E G05 - Bennett Tower G05	112
Select AGR-E G06 - Agricultural Sciences Building G06	116

Rooms on this tab meet all of the criteria for the section.

Cancel

25Live Room Seek: Available, Criteria Not Met

The Available, Criteria Not Met tab returns rooms that are available, but they are lacking one of the three criteria that you had specified in CLSS.

Red Column: This displays the room capacity.

Yellow Column: This displays any deficit in the room capacity in relation to your Max Enrollment. For example, in the window below, AER-E 135 has a max capacity of 74 and this section in CLSS is set up with a max enrollment of 75. The AER-E 135 is short one seat to meet the needs of this section. If you can decrease the max enrollment of your section, you would then be able to assign this room.

Blue Column: Displays the features that are missing for each room displayed in relation to what was specified in CLSS. For example, MTL-D 114 is available but it is not on the Evansdale campus and is not an iDesign Standard Classroom as specified in the Room Features preferences that were chosen in CLSS for the section. If you want to select a room with different room features, correct the room features on your section and then select the room.

TIP: The Available, Criteria Not Met tab will display rooms on both campuses and will display rooms that do not meet the criteria of your section. We recommend using this to see the available rooms, correcting any data in your section that is needed and then selecting the room once it shows in the “Available, Meets All Criteria” section.

The screenshot shows the '25Live Room Seek' window for section CSAD 200-001: Introduction to Communication Disorders (CRN: 81334; CLSS ID: 1334). The window is set to the 'Available, Criteria Not Met' tab. The table below lists several rooms with their respective capacities, deficits, and missing features. The 'Capacity' column is highlighted in red, the 'Deficit' column in yellow, and the 'Missing Features' column in blue.

Room	Capacity	Deficit	Missing Features
MHH-D G21 - Ming Hsieh Hall G21	241	-	Evansdale Campus
MTL-D 114 - Mountainlair 114	196	-	Evansdale Campus, iDesign Standard Classroom
OGH-D 117 - Oglebay Hall 117	80	-	Evansdale Campus
WHI-D G09 - White Hall G09	173	-	Evansdale Campus
AER-E 135 - Advanced Engineering Research 135	74	1	-
ALH-E 406 - Allen Hall 406	70	5	-
PER-E 316 - Percival Hall 316	70	5	-
BKH-D 151 - Brooks Hall 151	64	11	Evansdale Campus
BKH-D G35 - Brooks Hall G35	62	13	Evansdale Campus

25Live Room Seek: Not Available

The rooms listed on this tab are rooms that are not available. These either do not meet the meeting pattern selected or are occupied during the selected meeting pattern.

25Live Room Seek

CSAD 200-001: Introduction to Communication Disorders (CRN: 81334; CLSS ID: 1334)

Campus:	Meets:	Enroll Max:	Room Features:
WVU Campus Course	TR 8am-9:15am 8/17/2022 - 12/8/2022	75	General Purpose Classroom, Evansdale Campus, iDesign Standard Classroom

Available, Meets All Criteria **Available, Criteria Not Met** **Not Available**

Room ^	Capacity ⇅
AGR-E 2004 - Agricultural Sciences Building 2004	48
ALH-E 510 - Allen Hall 510	20
ALH-E 612 - Allen Hall 612	28
ARM-D 119 - Armstrong Hall 119	30
ARM-D 207 - Armstrong Hall 207	36
ARM-D 315 - Armstrong Hall 315	34
ART-E G7 - Art Museum of WVU G7	28
BKH-D 125 - Brooks Hall 125	83
BKH-D 302 - Brooks Hall 302	30
BUE-D 230 - Business & Economics Building 230	65
BUE-D 240 - Business & Economics Building 240	48

✕ Cancel

Room Selected

Once a room is selected it is displayed on the CLSS main page.

Section Attributes

None Selected

Instructor	Room	Schedule
Morse, Kenneth (800380814)	PAS-E G08 - CPASS Building G08 (76)	TR 8am-9:15am ✕

Enrollment

17 current, 49 prior

Maximum	Wait Cap
75	0

Section Text

Workflow Notes

Press "Save Section" to complete the change and synchronize with 25Live.

✕ Bridge Tools ✕ Cancel ✓ Save Section