SLI Coordinator receives an Initial SLI in Excel on Share Point. This SLI has data from the last like semester.

SLI Coordinator makes any changes, additions, or deletions in Banner directly. Receives an Updated SLI in Excel on Share Point one week before Banner access is restricted.

Banner access is restricted while Schedule25 assigns general purpose classrooms. Any direct entered departmental spaces are checked for double booking errors.

Room Assignments are viewable on 25Live.

SLI Coordinator receives a Final SLI in Excel on Share Point with the final data and room assignments.

Schedule of courses available on STAR

SLI Coordinator can make any changes or additions in Banner directly. Requests to change general purpose classroom assignment must come to Facilities Planning and Scheduling.