

Class Scheduling Reports



ARKANSAS STATE
UNIVERSITY

Coursedog Class Scheduling Reports

Reports can be accessed via the class scheduling toolbar.

Arkansas State University

Academic Scheduling

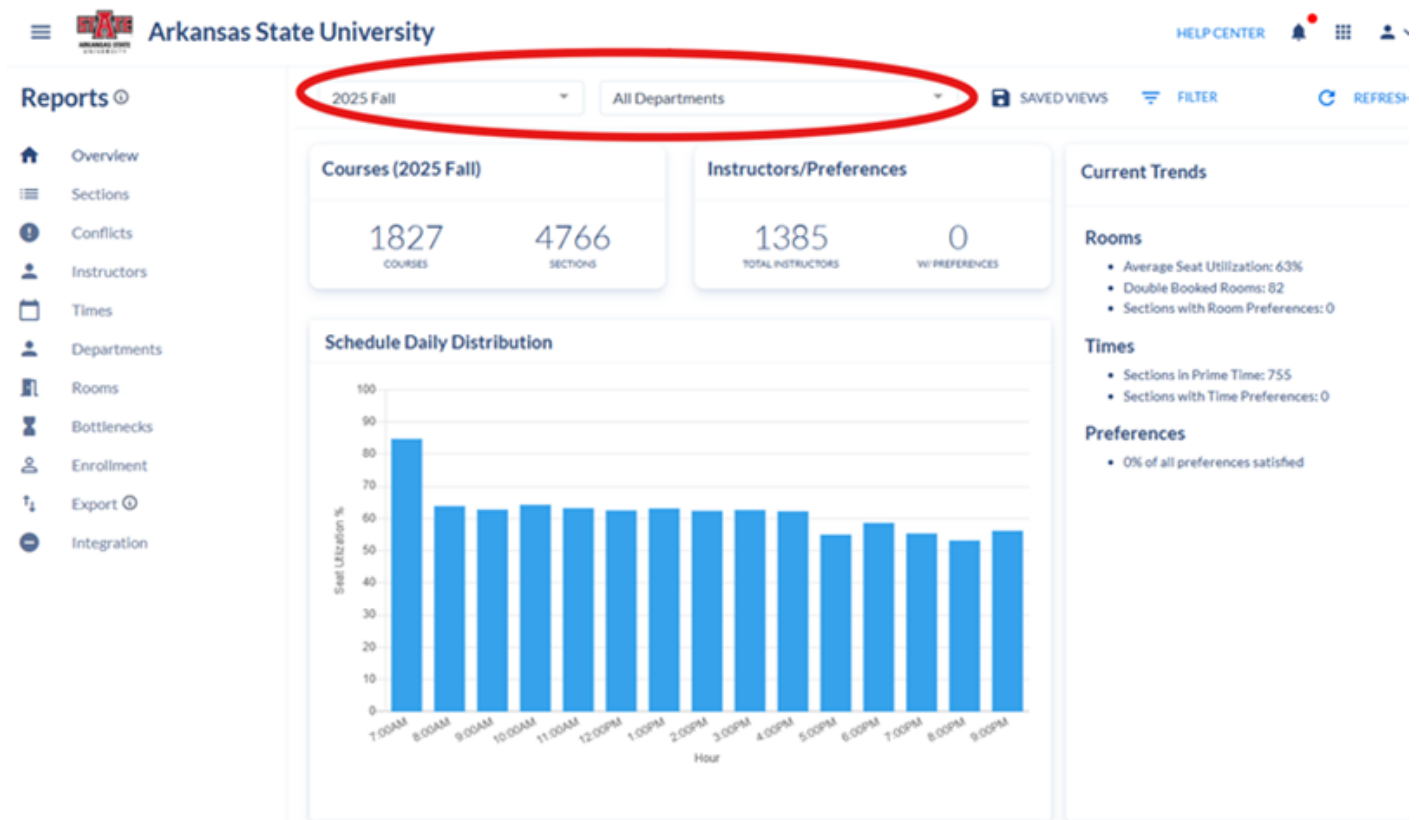
- Home
- Requests
- Section Dashboard
- Instructors
- Preference Forms
- Reports**
- Relationships
- Rooms
- Buildings
- Rollovers
- Optimizer
- Rules
- Settings

Departmental Status (2025 Fall) 2. Open Scheduling

Search for departments

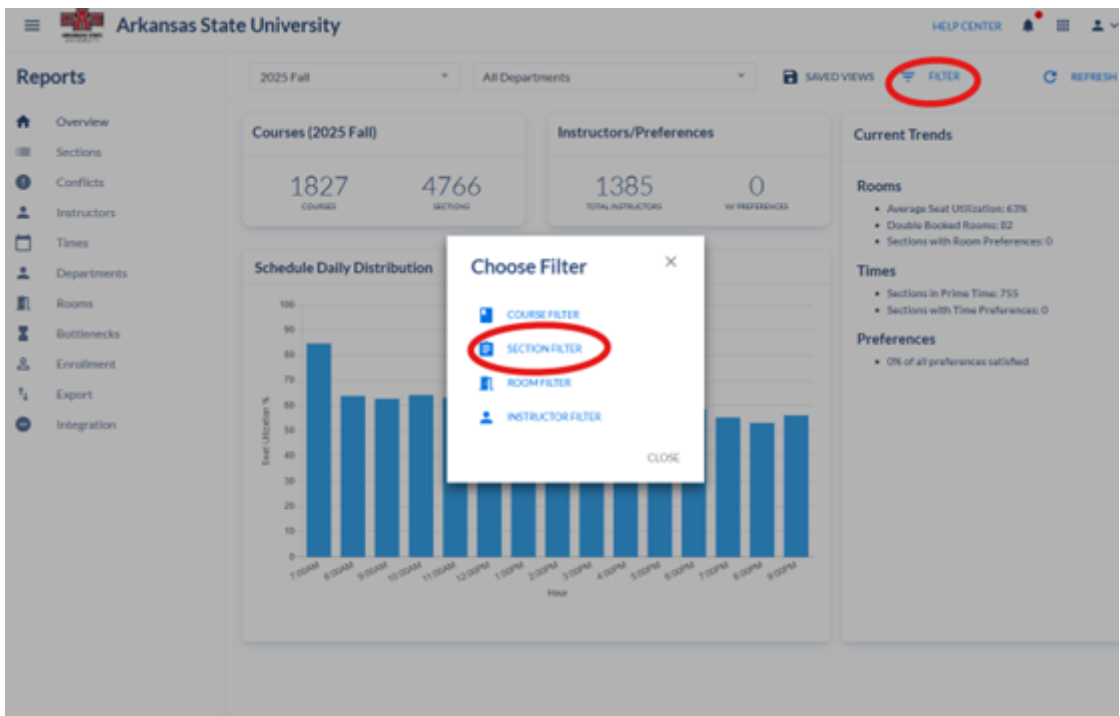
NAME	SCHEDULERS	COURSES	SECTIONS	CONFLICTS	VALIDATION
Arkansas Biosciences Institut	No Schedulers	0	0	0	
Academic Affairs and Research	No Schedulers	1	6	0	
Academic Tech Data Analytics	No Schedulers	0	0	0	
Accounting	No Schedulers	20	50	14	
Accounting and Law	No Schedulers	0	0	0	
Administrative Only	No Schedulers	10	40	19	
Admissions	No Schedulers	0	0	0	
Advisement Services	No Schedulers	0	0	0	
Agriculture	No Schedulers	77	121	92	
Agriculture (Dean)	No Schedulers	0	0	0	
Art	No Schedulers	36	89	70	
Art + Design	No Schedulers	34	71	21	
Arts and Sciences (Dean)	No Schedulers	0	0	0	
Assessment Services	No Schedulers	0	0	0	
Athletic Training	No Schedulers	6	6	4	

To begin using the reports dashboard, select the appropriate term. Specific departments can be selected for a department level review or left as “All Departments” to view all section data for the given term.

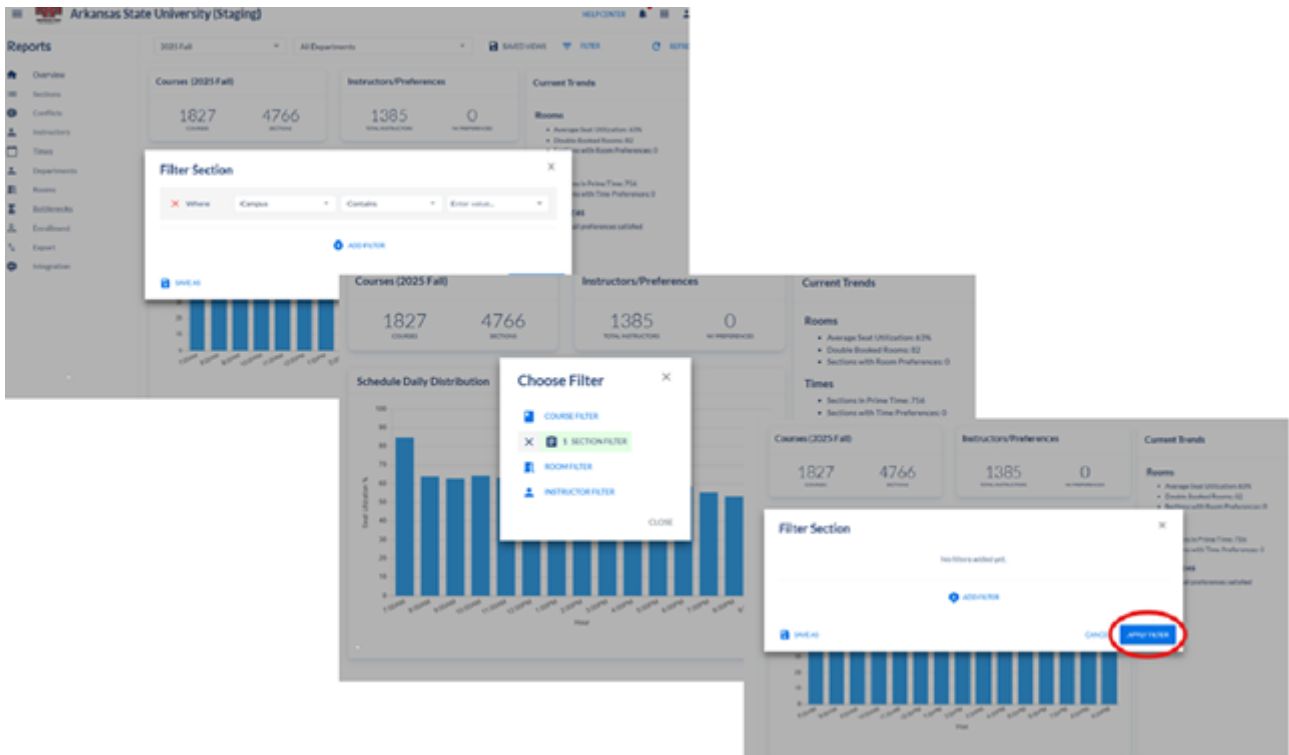


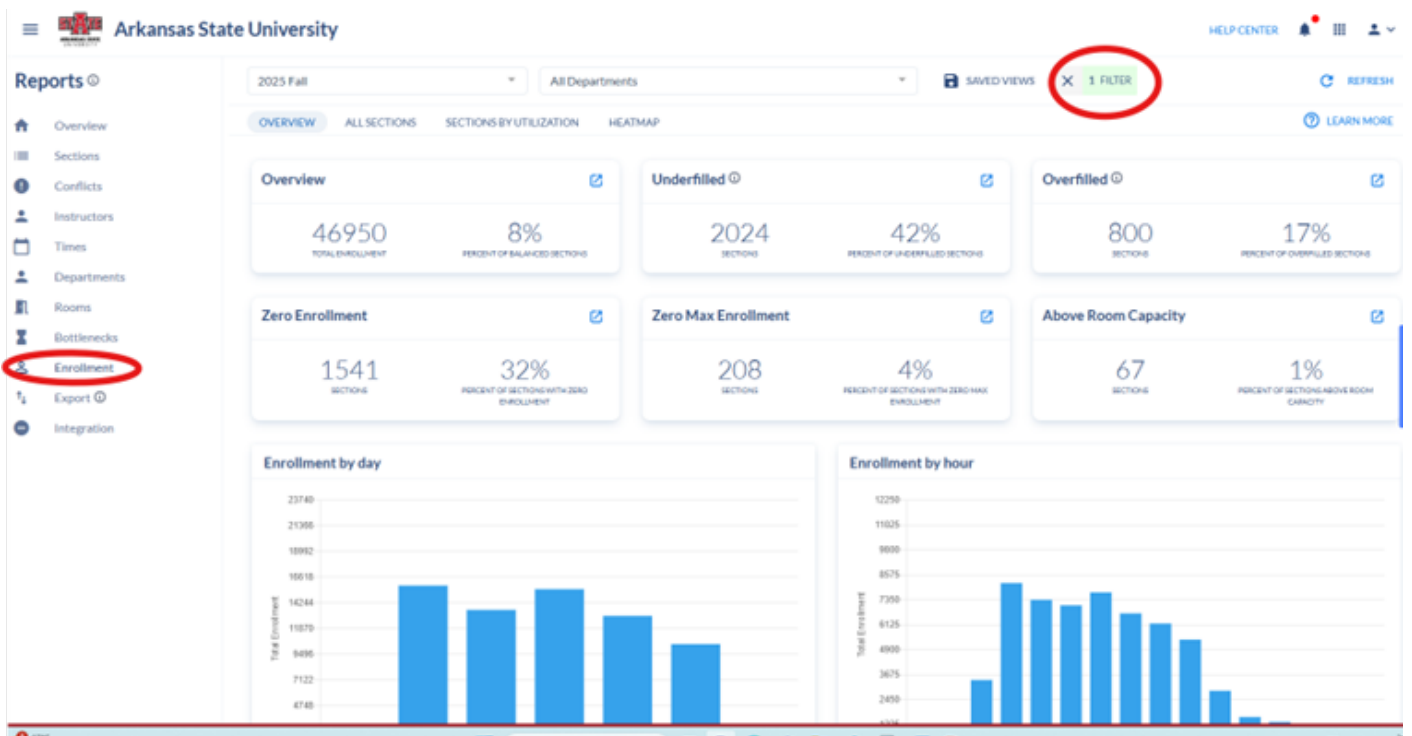
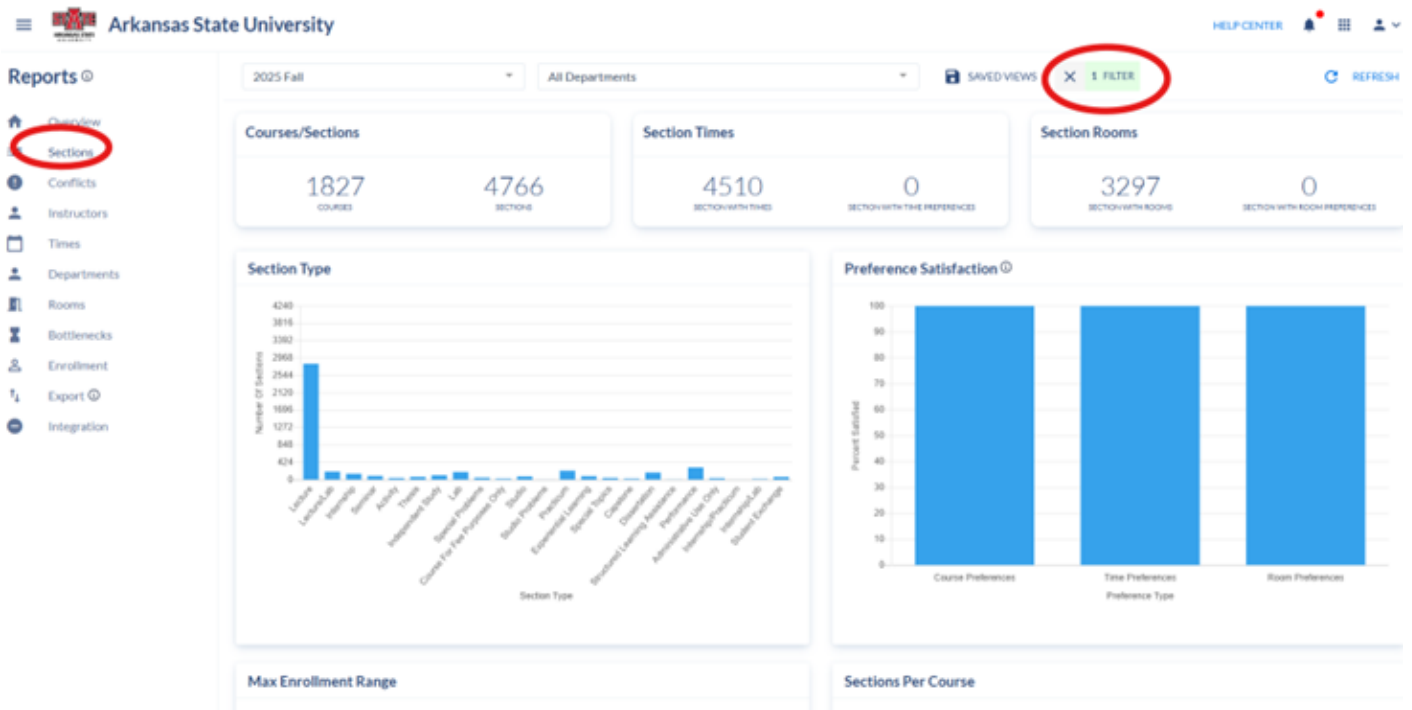
The reports dashboard is interactive and can be filtered to customize report data. The following are a few examples of the different filters that can be applied and utilized within the reports dashboard.

Example 1: Single Section Filter (Campus Level) – To identify all sections for a given campus, select filter at the top of the dashboard and choose “Section Filter.”



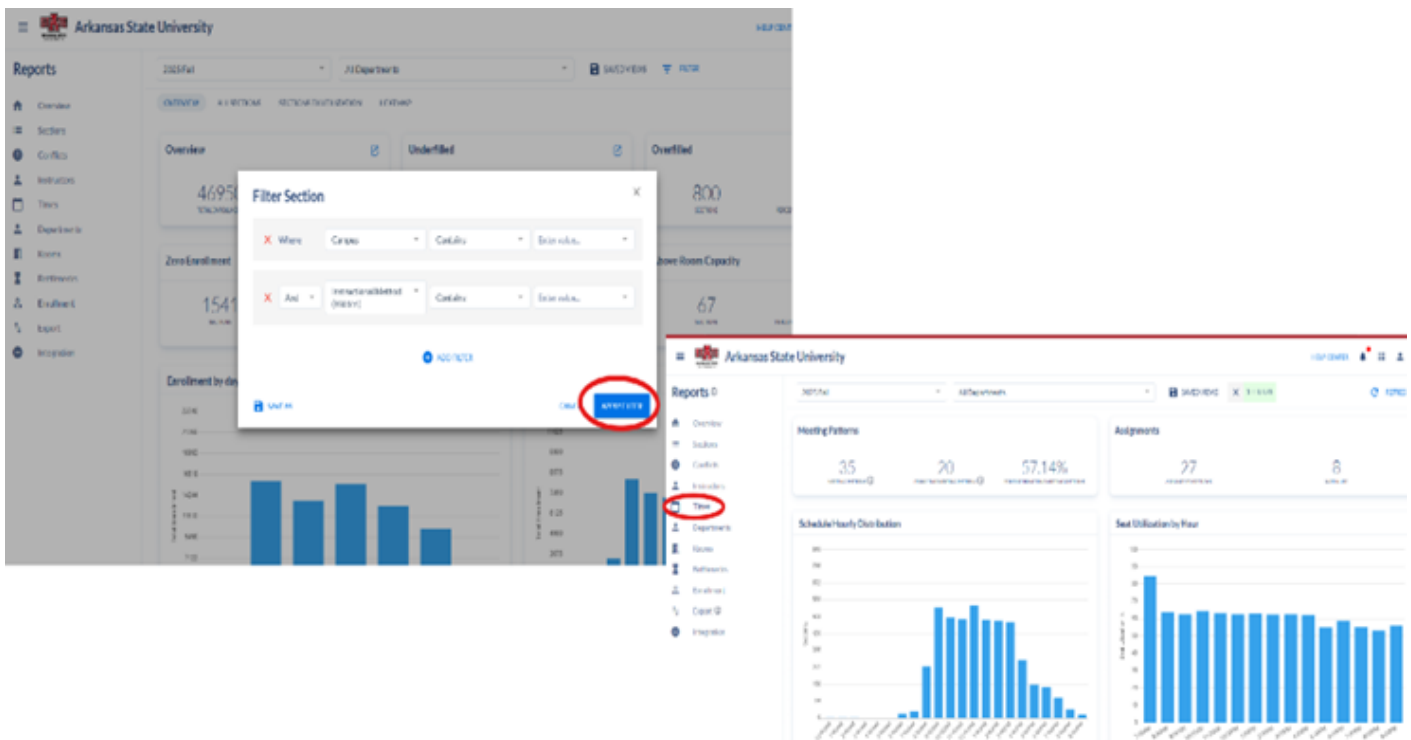
Input the initial criteria (leaving the last value blank) and select “Apply Filter.” Select “Section Filter.” This step allows the various campus locations to populate within the filter and the desired campus can then be selected. Select “Apply Filter” again.



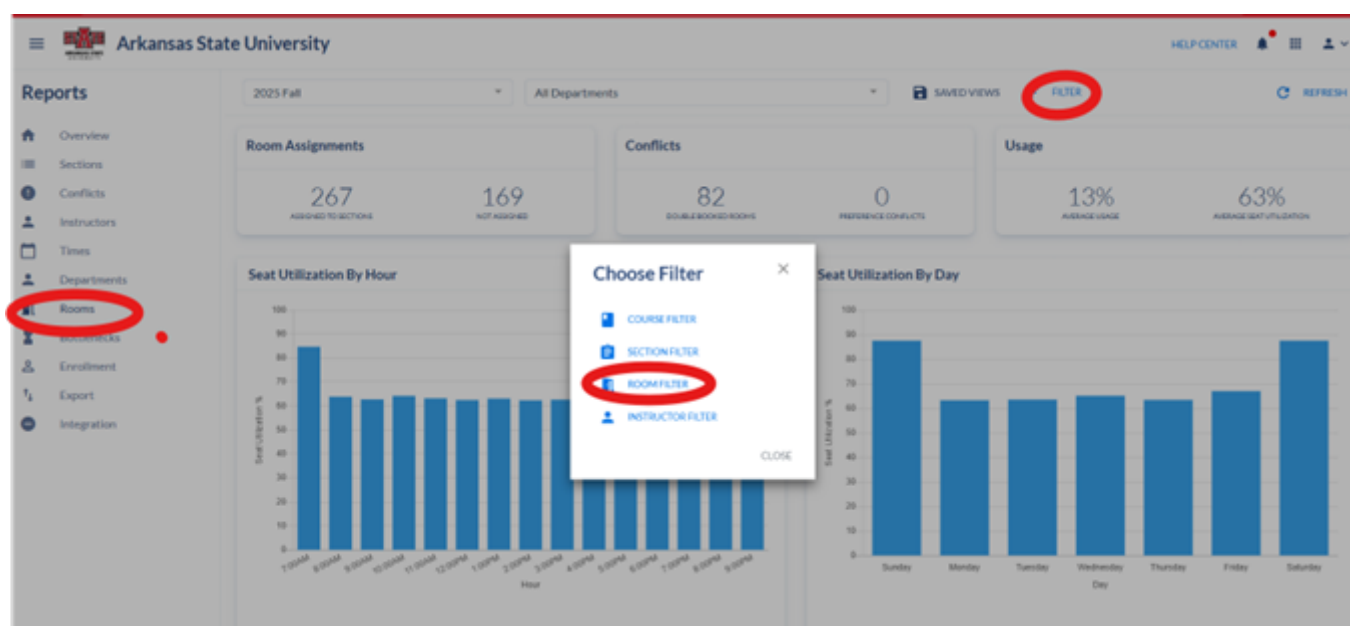


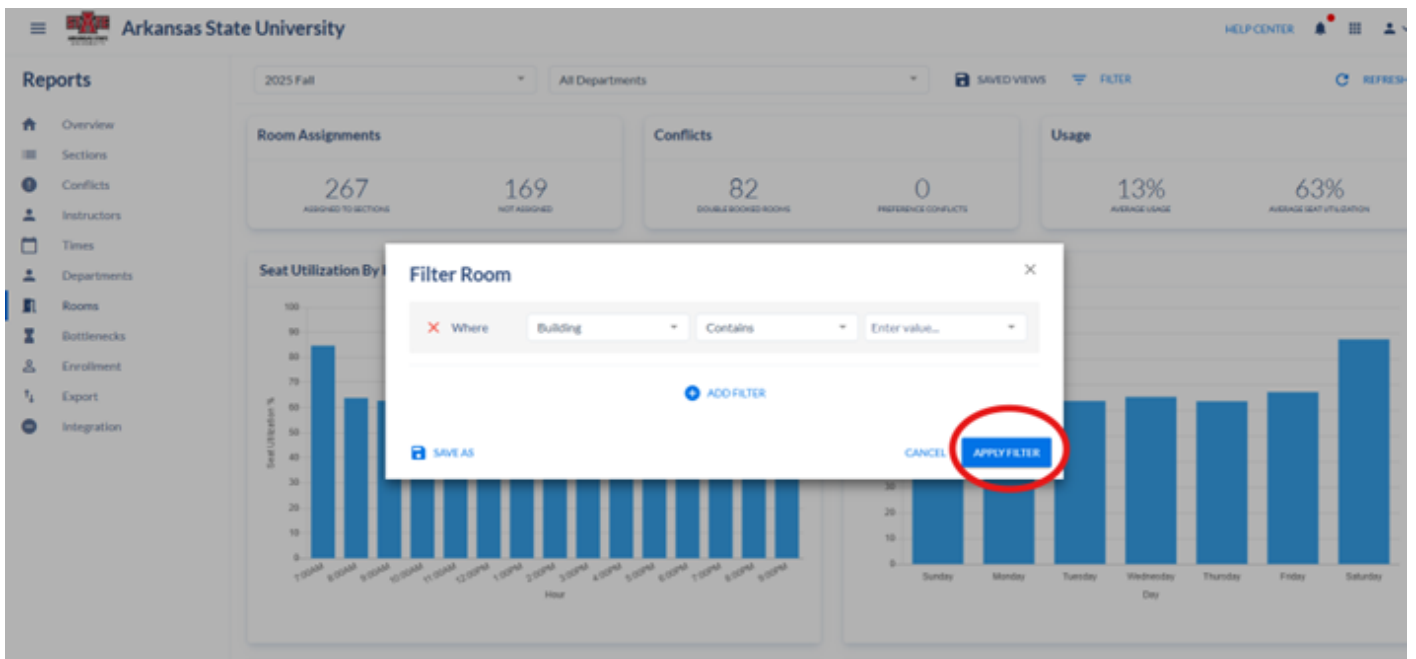
Example 2: Multiple Section Filter (Campus Level/Instructional Method) – To identify all sections for a

given campus with a specific instructional method, select filter at the top of the dashboard and choose “Section Filter.” Input the initial criteria (leaving the last value blank) and “Apply Filter.” Select “Section Filters” to allow the missing values to populate. Select the appropriate campus, instructional method and “Apply Filter” once again. In this example, the dashboard will now reflect only section data for the Fall 2025 term



Example 3: Room Filter- To identify room assignments, conflicts or usage for a specific room/building, select “Filter” and “Room Filter.” Input the desired values and select “Rooms” in the reports toolbar to view the data.





Additional *academic scheduling* reports are available by selecting “Export” via the reports toolbar. It is important to note that customized filters cannot be utilized. However, this data can be filtered once downloaded.

The screenshot shows the Arkansas State University Reports dashboard. The 'Export' button in the sidebar is circled in red. The main area displays a table of reports with columns for NAME, DESCRIPTION, and DOWNLOAD. The table lists various reports such as Course List, Course Sections List, Course Section List (Expanded), Section Credit Comparisons, New Course Sections List, Course and Sections Mismatch List, Deleted Course Sections List, Deleted Course Sections List (Including Integration/Deprecation), Sections History Report, Instructors List, Instructor Assignments List, and Rooms List. Each report has a corresponding button to download or generate the report.

NAME	DESCRIPTION	DOWNLOAD
Course List	This report is a CSV file containing all courses active in scheduling for the selected term.	DOWNLOAD
Course Sections List	This report is a CSV file containing all course sections in the Coursedog system for the given term.	DOWNLOAD
Course Section List (Expanded)	This report is analogous to the Course Section List report, with a few key differences. Most notably, it breaks out sections with more than 1 meeting into multiple rows and splits up instructors into unique columns for each instructor. You may review the full report details in Freshdesk.	GENERATE
Section Credit Comparisons	This report is a CSV file that lists the credits of each section, as well as any min/max range specified on the section's course.	DOWNLOAD
New Course Sections List	This report is a CSV file containing all sections created within the Coursedog system.	DOWNLOAD
Course and Sections Mismatch List	This report is a CSV file containing mismatches between section data and course data	DOWNLOAD
Deleted Course Sections List	This report is a CSV file containing all sections deleted by users within the Coursedog system.	DOWNLOAD
Deleted Course Sections List (Including Integration/Deprecation)	This report is a CSV file containing all sections deleted within the Coursedog system by users and all sections deleted by the integration via the deprecation process or merge process.	DOWNLOAD
Sections History Report	This report is a CSV file containing all changes that have been made to sections. [Note: this report returns a maximum of 10,000 rows. If more are needed, please contact Coursedog.]	DOWNLOAD
Instructors List	This report is a CSV file containing all instructors, regardless of Status or Department.	DOWNLOAD
Instructor Assignments List	This report is a CSV file containing the sections to which each professor is assigned.	DOWNLOAD
Rooms List	This report is a CSV file containing all rooms.	DOWNLOAD

Revision #3

Created 2025-07-21 21:47:54 UTC by Christopher Brown

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