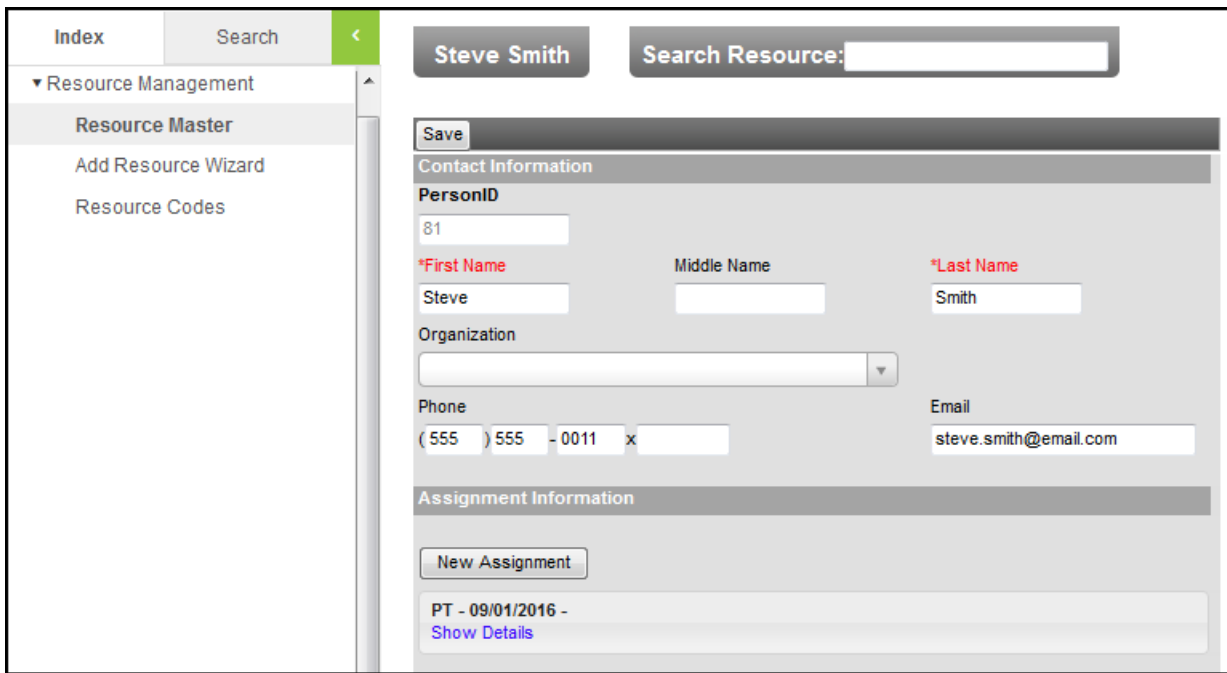


# Resource Management

Last Modified on 10/22/2022 10:11 am CDT

**PATH:** *Resource Management*

For districts that use the [Human Resources](#) module, the Resource Management tool allows you to enter and save non-employee resources like contractors that work within the district. A wizard, similar to the Add Personnel wizard, is available for quickly adding people to Resource Management. Non-employee resources may be assigned to Assignments and can have more than one Assignment at a time. Non-employee resources must be associated with an assignment in order for the required Role to be assigned.



The screenshot shows the Resource Management tool interface. On the left is a navigation menu with 'Index', 'Search', and a dropdown for 'Resource Management' containing 'Resource Master', 'Add Resource Wizard', and 'Resource Codes'. The main area displays a form for 'Steve Smith' with a search bar. The form includes a 'Save' button, 'Contact Information' section with fields for PersonID (81), First Name (Steve), Middle Name, Last Name (Smith), Organization, Phone ((555) 555-0011 x), and Email (steve.smith@email.com). The 'Assignment Information' section has a 'New Assignment' button and a summary for 'PT - 09/01/2016 - Show Details'.

*Resource Management Tool*

- [Resource Master](#)
- [Add Resource Wizard](#)
- [Resource Codes](#)