Trials [.2124 - .2219]

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A trial is a version of a schedule for a school, including sections of courses and rosters for those particular sections. Trials are created when a calendar is rolled over from a previous year or when the Schedule Wizard is utilized. Trials connect the calendar to the course listing and are used in several data tables and reports.

Trials play a role in the Schedule Wizard. See the Scheduling Wizard Trials documentation for detailed information.

Only trials not accessed via the Schedule Wizard should be viewed.

Access to this tool should be restricted. Inadvertently deleting trials causes all data in the selected calendar to be deleted and can only be restored with the aid of Campus Hosting services.
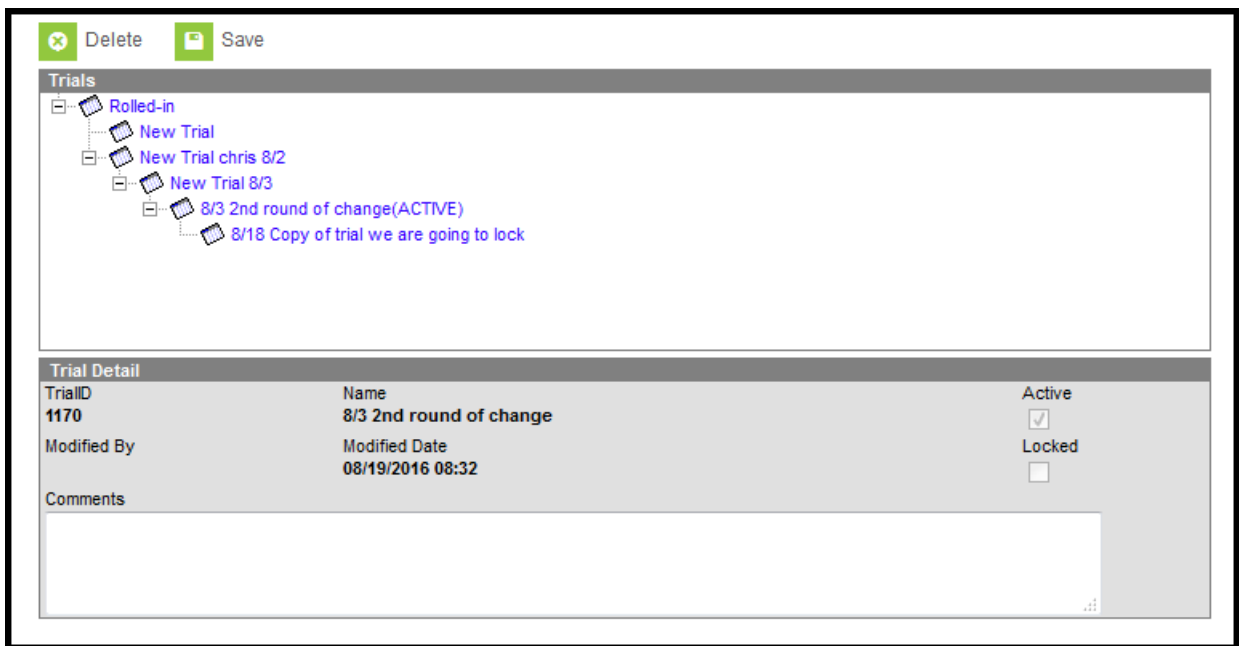
Scheduling Trials Editor

When users are working in the Schedule Wizard to plan courses and schedule students into course sections, those with access to view Trials in Campus can see who is currently working in trials. The name of the user displays next to the trial and the Locked checkbox is marked. No other users can access this trial if it is locked.
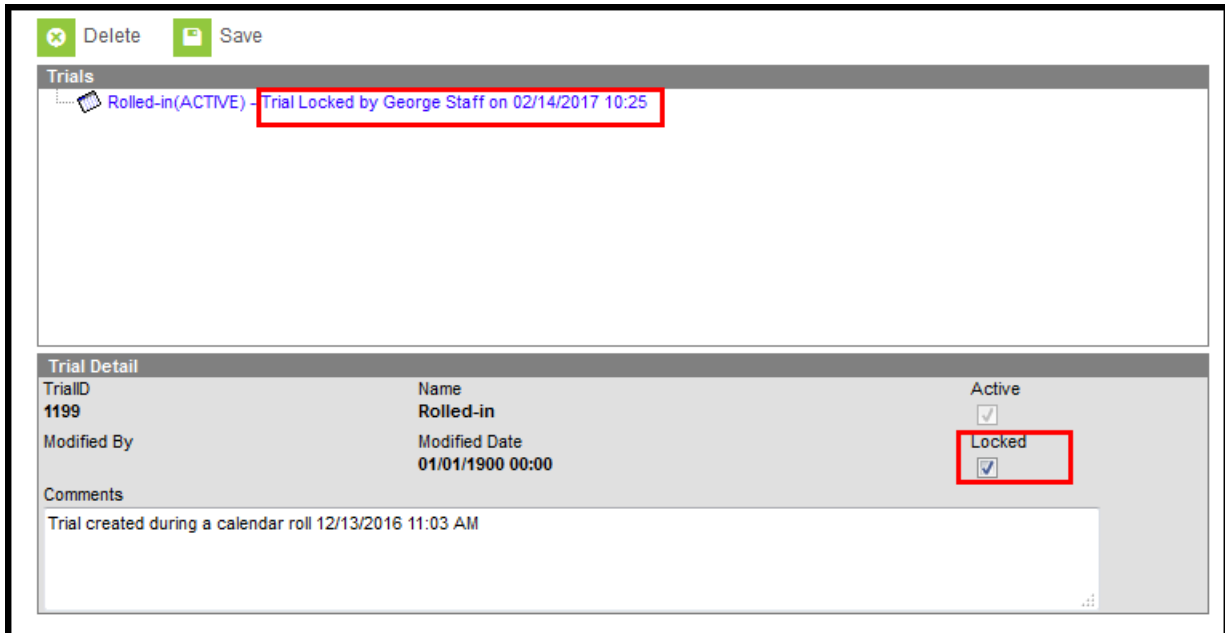
Locked Trial Display

If the person who was in the trial forgets to unlock it (save trial changes) or does not exit the Schedule Wizard, an administrator can unlock the trial from here by removing the **Locked** checkmark and clicking **Save**. This opens the trial up for additional changes in the Schedule Wizard.