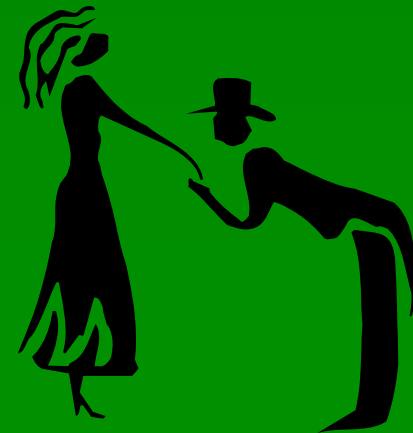


*Dynamic*



*Dating*

Treating odd dates equitably and with dignity.



# What is it?

- A method of calculating and storing for individual class sections certain key deadlines normally entered into the term and session tables. For sections in a dynamic dated session, the system will calculate deadlines for each section based on the individual section start and end dates, and use those instead of the session dates themselves.

# Outline of basic steps

---

- Request roles for users
- Help ticket to enable dynamic dating on the Acad\_Career table
- Set up a DYN session in the Session and Calendar tables
- Set up a standard rule on the Dynamic Class Dates Table (the fun part)
- Assign sections to the DYN session, enter the rule for each section, hit the calculate button, override the dates you need to, and save.

# Acad\_Career table (Help ticket)

The screenshot shows a web application interface for managing academic career records. At the top, there are navigation links: Home, Add Link, NDUS, and Help. Below these are tabs for 'Academic Career Table', 'Academic Career Table 2', 'Academic Career Pointers', and 'Repeat Checking'. The main content area displays a record for 'Acad\_Career Table' with the following details:

Academic Institution:	UND01	University of North Dakota
Academic Career:	UGRD	Undergraduate
Effective Date:	04/21/2004	Status: Active
Term Unit Type:	S	Semester Hours
Primacy Nbr:	4	
Holiday Schedule:	NDUS	Student Admin NDUS Holiday Sch

Below the table, there are two checkboxes:

- Graduate Level Indicator
- Use Dynamic Class Dates

Further down, there are sections for 'Dynamic Class Date Rule:', 'OEE Dynamic Date Rule:', and 'AA Oprid Display Option: Display Operator ID'. At the bottom, there are two panels for selecting options:

- Edit Advisor Against:**
  - Personal Data
  - Instructor Advisor
  - Advisor Role
- Self Service Enrl Appt Edit:**
  - Enrollment Engine Only
  - Online and Engine

The Windows taskbar at the bottom shows the Start button and several open applications: Novell GroupWise - Mailbox, Document1 - Microsoft..., Document2 - Microso..., and Academic Career Table - ...

Checkbox  
On

# Request Roles for users

---

- With 9.0, the access is embedded into regular registrar's office roles.

# Term Table

- Enable Dynamic Dates for the term

Microsoft Internet Explorer

Address: https://studentadmin.connectnd.us:8081/psp/NDPP84/EMPLOYEE/NDSP80/e/?url=https%3a%2f%2fstudentad

CONNECT ND

Term Table | Session Table | Session Time Periods | Appointment Limits Table | Appointment Table

Academic Institution: UND01 University of North Dakota  
Academic Career: UGRD Undergraduate  
Term: 0740 2007 Summer

\*Description: 2007 Summer  
Short Description: 2007 Summe  
\*Term Category: Summer Term  
\*Term Begin Date: 05/14/2007 \*Ending Date: 08/03/2007  
\*Academic Year: 2007  
\*Holiday Schedule: NDUS Student Admin NDUS Holiday Sch  
Default Session Code: 1 Regular Academic Session  
\*Weeks of Instruction: 12  
\*Transcript Date Print: Do Not Print Any Dates  
\*Sixty Percent Point in Time: 07/02/2007  
Use Dynamic Class Dates:   
Show in Self-Service:

Save Return to Search Refresh

Term Table | Session Table | Session Time Periods | Appointment Limits Table | Appointment Table

Checkbox On

# Session Table

- Create DYN session for the term

Term Table | Session Table | Session Time Periods | Appointment Limits Table | Appointment Table

Academic Institution: UND01 University of North Dakota  
Academic Career: UGRD Undergraduate  
Term: 0740 2007 Summer

Find | View All First 14 of 15 Last

*Session:	DYN	Mini Session	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Enrollment Control Session:	1	Regular Academic Session		
Appointment Control Session:	1	Regular Academic Session		
*Holiday Schedule:	NDUS	Student Admin NDUS Holiday Sch		
Use Dynamic Class Dates:	<input checked="" type="checkbox"/>			
*Begin Date:	05/14/2007	*End Date:	08/03/2007	
First Date to Enroll:		Last Date to Enroll:		
*Open Enrollment Date:	04/28/2007	Last Date for Wait List:		
Weeks of Instruction:	12	Census Date:		
Sixty Percent Point in Time:		Facility Assignment Run Date:	05/14/2007	

Save Return to Search Refresh

[Term Table](#) | [Session Table](#) | [Session Time Periods](#) | [Appointment Limits Table](#) | [Appointment Table](#)

Start Novell GroupWise - Mailbox GroupWise Find Results Outline for Dynamic Dati... Document3 - M

Checkbox On

Minimal Dates

# Session Time Periods

- Must be there for student self service

Term Table | Session Table | **Session Time Periods** | Appointment Limits Table | Appointment Table

Academic Institution: UND01 University of North Dakota  
Academic Career: UGRD Undergraduate  
Term: 0740 2007 Summer

Find | View All | First ◀ 14 of 15 ▶ Last

Session: DYN Non-Standard Class Dates

Session Time Periods | First ◀ 1-2 of 2 ▶ Last

*Time Period	*End Date		
110 🔍 End of Add	08/17/2007 📅	←	+ -
140 🔍 End of Drop	08/18/2007 📅	←	+ -

Save | Return to Search | Refresh

Done

Start | Novell GroupWise - Mailbox | GroupWise Find Results | Outline for Dynamic Dati... | Document5 - Mic

Make these dates as late as possible

# Academic Calendar

- Session Calendar 1

Term Calendar 1 | Term Calendar 2 | Term Calendar 3 | Term Calendar 4 | Session Calendar 1

Academic Institution: UND01 University of North Dakota  
Academic Career: UGRD Undergraduate

Find | View All First 1 of 1 Last

Academic Calendar: UGRD Full Term  
Find | View All First 1 of 233 Last

Term: 0810 2007 Fall  
Find | View All First 18 of 18 Last

\*Session: DYN Non-Standard Class Dates + -

Deadline	Reason	Grd Basis	Grade
08/01/2007	Drop		
08/02/2007	Drop		
08/03/2007		ADM	W

Dates are ignored

Reasons, Grd Basis, Grade must exist

## ■ Session Calendar 2

Term Calendar 2 | Term Calendar 3 | Term Calendar 4 | Session Calendar 1 | Session Calendar 2

Academic Institution: UND01 University of North Dakota  
Academic Career: UGRD Undergraduate

Find | View All First 1 of 1 Last

Academic Calendar: UGRD Full Term

Find | View All First 1 of 233 Last

Term: 0810 2007 Fall

Find | View All First 18 of 18 Last

Session: DYN Dyn Dates

Drop (Delete Record)

Deadline: 08/01/2007 \*Fully Enrolled Date: 08/20/2007

Drop (Retain Record)

Deadline: 08/02/2007 Reason: Drop

Drop with Penalty

Deadline: 08/03/2007 Grd Basis: ADM Grade: W

Drop with Greater Penalty

Deadline: Grd Basis: Grade:

Start | Novell GroupWise - Mailbox | GroupWise Find Results | Outline for Dynamic Dati... | Document7 - M

Same considerations  
as for Session  
Calendar 1

# Dynamic Class Dates Table

- Navigation

**Menu**

- ▷ Student Admissions
- ▷ Records and Enrollment
- ▽ Curriculum Management
  - ▷ Course Catalog
  - ▷ Schedule of Classes
  - ▷ Roll Curriculum Data Forward
  - ▷ Enrollment Requirements
  - ▷ Combined Sections
- ▽ Dynamic Dates
  - [Generate Dynamic Class Dates](#)
  - [Class Section Dynamic Dates](#)
  - **Dynamic Class Dates Table**
- ▷ Facility and Event Information
- ▷ Class Roster
- ▷ Attendance Roster
- ▷ Grading
- ▷ Gradebook
- ▷ Instructor/Advisor Information
- ▷ Student Financials
- ▷ Academic Advisement
- ▷ Contributor Relations
- ▷ Set Up SACR
- ▷ Reporting Tools

### Dynamic Class Dates Table

Enter any information you have and click Search. Leave fields blank for a list of all values.

[Find an Existing Value](#) | [Add a New Value](#)

Academic Institution: [=] [UND01] 🔍

Dynamic Class Date Rule: [begins with] [ ]

Description: [begins with] [ ]

Include History    Correct History    Case Sensitive

[Search](#)   [Clear](#)   [Basic Search](#)   [Save Search Criteria](#)

[Find an Existing Value](#) | [Add a New Value](#)

# ■ Header

The screenshot shows a web application interface for 'Dynamic Class Dates'. At the top right, there is a 'Home' link. Below the title, a subtitle reads 'A factor of 9999 excludes a date from the calculation process.' A navigation bar contains 'View All', 'First', '1 of 1', and 'Last'. The main form fields are: 'Academic Institution' (UND01, University of North Dakota), 'Dynamic Class Date Rule' (STANDARD), '\*Effective Date' (01/01/2007), '\*Status' (Active), '\*Description' (Standard), and '\*Short Description' (Standard). A 'Drop Dates' section is partially visible, containing '\*Rule', '\*Rounding Scheme', and two empty input fields for 'Drop Deadline (delete) factor' and 'Drop Deadline (retain) factor'. Annotations with green arrows point to the 'Drop Dates' section and the 'Use for OEE' checkbox.

Dynamic Class Dates

A factor of 9999 excludes a date from the calculation process.

View All First 1 of 1 Last

Academic Institution: UND01 University of North Dakota

Dynamic Class Date Rule: STANDARD  Use for OEE

\*Effective Date: 01/01/2007 \*Status: Active

\*Description: Standard

\*Short Description: Standard

Drop Dates

\*Rule:  \*Rounding Scheme:

Drop Deadline (delete) factor:

Drop Deadline (retain) factor:

Basis of Calculation

Starting with what day?

# Rules & Schemes

## Look Up Rule

Field Value:

[Basic Lookup](#)

### Search Results

View All First  1-3 of 3  Last

Field Value	Translate	Long Name
<a href="#">B</a>	<a href="#">Point</a>	<a href="#">Between Class Start-End</a>
<a href="#">E</a>	<a href="#">Days before/after</a>	<a href="#">Class End</a>
<a href="#">S</a>	<a href="#">Days before/after</a>	<a href="#">Class Start</a>

## Lookup Rounding Scheme

Field Value:

[Basic Lookup](#)

### Search Results

View All First  1-11 of 11  Last

Field Value	Translate	Long Name
<a href="#">BW</a>	<a href="#">Beginning</a>	<a href="#">of Week</a>
<a href="#">EN</a>	<a href="#">End of</a>	<a href="#">Next Week</a>
<a href="#">EW</a>	<a href="#">End of</a>	<a href="#">Week</a>
<a href="#">FW</a>	<a href="#">First Meeting</a>	<a href="#">of Week</a>
<a href="#">LW</a>	<a href="#">Last Meeting</a>	<a href="#">of Week</a>
<a href="#">M</a>	<a href="#">Basis</a>	<a href="#">Day</a>
<a href="#">ND</a>	<a href="#">Next</a>	<a href="#">Day</a>
<a href="#">NM</a>	<a href="#">Next Meeting</a>	<a href="#">Day</a>
<a href="#">NW</a>	<a href="#">Beginning of</a>	<a href="#">Next Week</a>
<a href="#">PD</a>	<a href="#">Previous</a>	<a href="#">Day</a>
<a href="#">PM</a>	<a href="#">Previous Meeting</a>	<a href="#">Day</a>

# Dates that are calculated

- Drop Dates

Academic Calendar

Drop Action Dates			
*Rule:	<input type="text" value="B"/>	<input type="button" value="Q"/>	Point Between Class Start-End
*Rounding Scheme:	<input type="text" value="PD"/>	<input type="button" value="Q"/>	Previous Day
Delete Factor:	<input type="text" value="9999.000"/>	Retain Factor:	<input type="text" value="0.089"/>
Penalty Factor:	<input type="text" value="0.705"/>	Penalty2 Factor:	<input type="text" value="9999.000"/>

Term Calendar 2 | Term Calendar 3 | **Term Calendar 4** | Session Calendar 1 | Session Calendar 2

Academic Institution: UND01 University of North Dakota  
Academic Career: UGRD Undergraduate

Find | View All First 1 of 1 Last

Academic Calendar: UGRD Full Term  
Find | View All First 1 of 233 Last

Term: 0810 2007 Fall  
Find | View All First 1 of 18 Last

Session: 1 Regular

Drop (Delete Record)  
Deadline:  \*Fully Enrolled Date:

Drop (Retain Record)  
Deadline:  Reason:

Drop with Penalty  
Deadline:  Grd Basis:  Grade:

Drop with Greater Penalty  
Deadline:  Grd Basis:  Grade:

- Cancel & Withdrawal Dates

Academic Calendar

Cancel & Withdrawal Dates			
*Rule:	<input type="text" value="B"/>	Point Between Class Start-End	
*Rounding Scheme:	<input type="text" value="PD"/>	Previous Day	
Cancel Factor:	<input type="text" value="0.089"/>	WD w/o Penalty:	<input type="text" value="0.089"/>
WD w/ Penalty:	<input type="text" value="0.705"/>	WD w/ Penalty2:	<input type="text" value="9999.000"/>

Term Calendar 2	Term Calendar 3	Term Calendar 4	Session Calendar 1	Session Calendar 2
<b>Academic Institution:</b> UND01 University of North Dakota				
<b>Academic Career:</b> UGRD Undergraduate				
		Find   View All First 1 of 1 Last		
<b>Academic Calendar:</b> UGRD Full Term				
		Find   View All First 1 of 233 Last		
<b>Term:</b> 0810 2007 Fall				
		Find   View All First 1 of 18 Last		
<b>*Session:</b> <input type="text" value="1"/> Regular Academic Session		+ -		
<b>Cancel</b>				
<b>Deadline:</b> <input type="text" value="08/30/2007"/>		<b>Reason:</b> <input type="text" value="Drop"/>		
<b>Withdraw without Penalty</b>				
<b>Deadline:</b> <input type="text" value="09/04/2007"/>		<b>Reason:</b> <input type="text" value="Drop"/>		
<b>Withdraw with Penalty</b>				
<b>Deadline:</b> <input type="text" value="11/05/2007"/>		<b>Grd Basis:</b> <input type="text" value="ADM"/>	<b>Grade:</b> <input type="text" value="W"/>	
<b>Withdraw with Greater Penalty</b>				
<b>Deadline:</b> <input type="text"/>		<b>Grd Basis:</b> <input type="text"/>	<b>Grade:</b> <input type="text"/>	

- NEW! Last Date to Drop

### Last Date to Drop

Rule:   Point Between Class Start-End

Rounding Scheme:   Previous Day

Factor:

[Term Table](#) [Session Table](#) **Session Time Periods**

Academic Institution: UND01 University of North Dakota  
 Academic Career: UGRD Undergraduate  
 Term: 0840 2008 Summer

[Find](#) | [View All](#) [First](#)  [Last](#)

Session: DYN Non-Standard Class Dates

#### Session Time Periods


[Find](#) [First](#)  [Last](#)

\*Time Period

\*End Date




End of Add





End of Drop



# Other dates

**First Date to Enroll**

Rule:   Rounding Scheme:

Factor:

---

**Last Date to Enroll**

Rule:   Rounding Scheme:

Factor:

**Last Wait List Date**

Rule:   Rounding Scheme:

Factor:

---

**Census Date**

\*Rule:   \*Rounding Scheme:

Factor:

---

**Sixty Percent Point in Time**

\*Rule:   \*Rounding Scheme:

Factor:

Term Table | Session Table | Session Time Periods | Appointment Limits Table | Appointment Table

Academic Institution: UND01 University of North Dakota  
 Academic Career: UGRD Undergraduate  
 Term: 0810 2007 Fall

Find | View All First 1 of 19 Last

*Session:	<input type="text" value="1"/> <input type="button" value="Q"/>	Regular Academic Session	<input type="button" value="+"/> <input type="button" value="-"/>
Enrollment Control Session:	<input type="text"/> <input type="button" value="Q"/>		
Appointment Control Session:	<input type="text"/>		
*Holiday Schedule:	<input type="text" value="NDUS"/> <input type="button" value="Q"/>	Student Admin NDUS Holiday Sch	
Use Dynamic Class Dates:	<input type="checkbox"/>		
*Begin Date:	<input type="text" value="08/20/2007"/> <input type="button" value="BT"/>	*End Date:	<input type="text" value="12/14/2007"/> <input type="button" value="BT"/>
First Date to Enroll:	<input type="text" value="03/24/2007"/> <input type="button" value="BT"/>	Last Date to Enroll:	<input type="text" value="09/04/2007"/> <input type="button" value="BT"/>
*Open Enrollment Date:	<input type="text" value="04/28/2007"/> <input type="button" value="BT"/>	Last Date for Wait List:	<input type="text" value="08/20/2007"/> <input type="button" value="BT"/>
Weeks of Instruction:	<input type="text" value="16"/>	Census Date:	<input type="text" value="09/11/2007"/> <input type="button" value="BT"/>
Sixty Percent Point in Time:	<input type="text" value="10/29/2007"/> <input type="button" value="BT"/>	Facility Assignment Run Date:	<input type="text" value="06/30/2007"/> <input type="button" value="BT"/>

Term/Session Table



# Other Dates

Fully Graded Date

Rule:   Rounding Scheme:

Factor:

Lapse Start Date

\*Rule:   \*Rounding Scheme:

Factor:

## Academic Calendar

Term Calendar 1 | Term Calendar 2 | Term Calendar 3 | Term Calendar 4 | Session

Academic Institution: UND01 University of North Dakota  
Academic Career: UGRD Undergraduate

Find | View All | First

Academic Calendar: UGRD Full Term

Find | View All | First

Term: 0810 2007 Fall

Confer Date:

Census Date:

\*Fully Enrolled Date:

\*Show Enrollment on Transcript:

\*Show Statistics on Transcript:

\*Fully Graded Date:

Student Attribute Value for Cohort:

## Academic Program

Program 1 | Program 2 | Standing | Honors | Owner | Taxonomy

View All | First

Academic Institution: UND01 University of North Dakota  
Academic Program: UGACC Accountancy

Effective Date: 01/01/1900 Status: Active

Incomplete Grade:  Lapse Grade

Lapse To Grade:

Lapse Days:

Lapse Transcript Note ID:

Completed Transcript Note ID:  Print Lapse Date

Print Completed Date

# Rules, Schemes, & Factors

- O.K., so how do I get good dates?



- Which rules to use

- B – Point between Class Start-End

This will use percentage factors, and base deadlines proportionately on the calendar length of the class from start date to end date, and can be applied to any class, regardless of its begin and end date

This should be used as the rule for most of the dynamic dates. It is convenient to use this if your academic deadlines (e.g., Drop Retain Record, Withdraw without penalty) are in sync with refund deadlines, since refund deadlines are also calculated on calendar days from start date to end date.

- Which rules to use, cont.

  - E – Days before/after Class End

    - A few deadlines are really not proportional, but happen only in relationship to a class start or end date, e.g., fully graded date.

- Dates that may need to be manual

  - First date to enroll

  - Last Wait List Date

- Possibly un-needed dates (9999.000)

  - Lapse Start Date

  - Drop Deadline (Penalty 2)

  - Withdraw with greater penalty

- Which schemes to use

Lots of choices, but...

### M – basis day

If using rule B (percentage based on start/end dates), the system will start counting from the class begin date. If your deadline for a full semester is the percentage equivalent of 5 days, then your deadline will fall on day 6 (1 day after the class begin date is day 2, 5 days is day 6).

### PD – Previous day

If you have 5 days for the deadline, the system starts counting with the day before the class begin date, so your deadline will be day 5.

UND Business office uses day 0 (= PD) in its calculations

- Which schemes to use, cont.

Observation: the more you get away from percentages based on class start and end dates, the less likely it is that you will be treating your dates equitably.

Observation: ConnectND self-service is generally a 24/7 operation, so it does not really matter if your dynamically calculated dates fall on the weekend. If you spend your time trying to make them fall on weekdays, you will again be straying from the principle of equity and proportionality (not to mention the increase in your workload)

## ■ Factors

(Math? I was told there would be no math!)

1. Count the number of calendar days from the start date of a regular fall semester through the end date of a regular fall semester (117 for 0810 – common NDUS calendar) including first and last day
2. For any deadline you need to calculate, count the number of calendar days, beginning with the semester start date and including the deadline date. Divide that count by 117 to obtain the percentage factor for that deadline.
3. OR... you can use PeopleSoft itself as a calculator! Create a dynamic section (setting it up so no one can register), and give it the actual Fall start and end dates. Then apply your rule by calculating the dates for that section. Adjust the percentages in your rule until each factor yields the actual date that your regular (1) session is coded for.

Basic Data Meetings Enrollment Cntrl Reserve Cap Notes Exam LMS Data GL Interface

Course ID: 032123 Course Offering Nbr: 1  
 Academic Institution: University of North Dakota  
 Term: 2007 Summer Undergrad  
 Subject Area: MATH Mathematics  
 Catalog Nbr: 102 Intermediate Algebra

Auto Create Component

Class Sections Find | View All First 3 of 3 Last



\*Session: DYN Mini Session Class Nbr: 10076  
 \*Class Section: 03 \*Start/End Date: 08/24/2009 12/18/2009  
 \*Component: LEC Lecture Event ID: 000070802  
 \*Class Type: Enrollment  
 \*Associated Class: 3  
 \*Campus: MAIN UND  
 \*Location: GRANDFORK University of North Dakota  
 Course Administrator:  
 \*Academic Organization: UND-MATH Mathematics  
 Academic Group: A&S College of Arts & Sciences  
 \*Holiday Schedule: NDUS Student Admin NDUS Holiday Sch  
 \*Instruction Mode: TC Traditional Classroom  
 Primary Instr Section: 03

Add Fee

Schedule Print  
 Student Specific Permissions  
 Dynamic Date Calc Required  
 Generate Class Mtg Attendance  
 Sync Attendance with Class Mtg  
 GL Interface Required



The system uses these dates, not the meeting dates!



# UND's standard rule



## Dynamic Class Dates

A factor of 9999 excludes a date from the calculation process.

[Find](#) | [View All](#)    First  1 of 1  Last

**Academic Institution:**    UND01    University of North Dakota     

**Dynamic Class Date Rule:**    STANDARD     Use for OEE


**\*Effective Date:**    01/01/2007     **\*Status:**    Active 


**\*Description:**    Standard

**\*Short Description:**    Standard

---

**First Date to Enroll**


**Rule:**    B     Point Between Class Start-End


**Rounding Scheme:**    PD     Previous Day

**Factor:**    9999.000

---

**Last Date to Enroll**

**Rule:**    B     Point Between Class Start-End

**Rounding Scheme:**    PD     Previous Day

**Factor:**    0.089

# Rule (cont)

Last Wait List Date			
Rule:	<input type="text" value="B"/>		Point Between Class Start-End
Rounding Scheme:	<input type="text" value="PD"/>		Previous Day
Factor:	<input type="text" value="9999.000"/>		

Last Date to Drop			
Rule:	<input type="text" value="B"/>		Point Between Class Start-End
Rounding Scheme:	<input type="text" value="PD"/>		Previous Day
Factor:	<input type="text" value="0.705"/>		

Drop Action Dates			
*Rule:	<input type="text" value="B"/>		Point Between Class Start-End
*Rounding Scheme:	<input type="text" value="PD"/>		Previous Day
Delete Factor:	<input type="text" value="9999.000"/>	Retain Factor:	<input type="text" value="0.089"/>
Penalty Factor:	<input type="text" value="0.705"/>	Penalty2 Factor:	<input type="text" value="9999.000"/>

# rule (cont)



## Cancel & Withdrawal Dates

\*Rule:  Point Between Class Start-End  
\*Rounding Scheme:  Previous Day  
Cancel Factor:  WD w/o Penalty:   
WD w/ Penalty:  WD w/ Penalty2:

## Fully Graded Date

Rule:  Days before/after Class Start  
Rounding Scheme:  Basis Day  
Factor:

## Lapse Start Date

\*Rule:  Days before/after Class Start  
\*Rounding Scheme:  Basis Day  
Factor:

## Sixty Percent Point in Time

\*Rule:  Point Between Class Start-End  
\*Rounding Scheme:  Previous Day  
Factor:

## Census Date

\*Rule:  Point Between Class Start-End  
\*Rounding Scheme:  Previous Day  
Factor:

# Calculate the dates via PeopleSoft

<b>Dynamic Class Data</b>		<b>Class Meeting Pattern</b>		<b>Messages</b>	
Course ID:	030279	Course Offering Nbr:	1		
Academic Institution:	University of North Dakota				
Term:	2007 Fall	Undergrad			
Subject Area:	AVIT	Aviation	<a href="#">Calculate Dynamic Dates</a>		
Catalog Nbr:	102	Intro To Aviation			
Session:	Non-Standard Class Dates	A factor of 9999 excludes a date from the calculation process.			
<b>Dynamic Class Dates</b> <span style="float: right;">View All First ◀ 1 of 1 ▶ Last</span>					
Class Section:	07	Lecture	Class Nbr:	17709	
Associated Class:	7		Event ID:		
*Dynamic Class Date Rule:	<input type="text"/>	<input type="button" value="Q"/>			
<b>Drop Dates</b>					
Rule:	<input type="checkbox"/>				
Rounding Scheme:	<input type="checkbox"/>				
Drop Deadline (delete) factor:	<input type="text" value="0.000"/>	Deadline:	<input type="text"/>	<input type="checkbox"/>	Override
Drop Deadline (retain) factor:	<input type="text" value="0.000"/>	Deadline:	<input type="text"/>	<input type="checkbox"/>	Override
Drop Deadline (Penalty) factor:	<input type="text" value="0.000"/>	Deadline:	<input type="text"/>	<input type="checkbox"/>	Override
Drop Deadline(Penalty2) factor:	<input type="text" value="0.000"/>	Deadline:	<input type="text"/>	<input type="checkbox"/>	Override
<b>Census Date</b>					
Rule:	<input type="checkbox"/>				



Dynamic Class Data

Class Meeting Pattern

Messages

Course ID: 032123 Course Offering Nbr: 1  
Academic Institution: University of North Dakota  
Term: 2007 Summer Undergrad  
Subject Area: MATH Mathematics  
Catalog Nbr: 102 Intermediate Algebra  
Session: Mini Session A factor of 9999 excludes a date from the calculation process.

Calculate Dynamic Dates

Dynamic Class Dates

Find | View All First 1 of 1 Last

Class Section: 03 Lecture Class Nbr: 10076  
Associated Class: 3 Event ID: 000070802  
\*Dynamic Class Date Rule: STANDARD Standard

First Date to Enroll

Rule: B Point Between Class Start-End  
Rounding Scheme: PD Previous Day  
Factor: 9999.000 Deadline:   Override

Last Date to Enroll

Rule: B Point Between Class Start-End  
Rounding Scheme: PD Previous Day  
Factor: 0.089 Deadline: 09/02/2009  Override

Last Wait List Date

#### Last Wait List Date

Rule:  Point Between Class Start-End  
Rounding Scheme:  Previous Day  
Factor:  Deadline:   Override

#### Last Date to Drop

Rule:  Point Between Class Start-End  
Rounding Scheme:  Previous Day  
Factor:  Deadline:   Override

#### Drop Action Dates

Rule:  Point Between Class Start-End  
Rounding Scheme:  Previous Day  
Drop Deadline (delete) factor:  Deadline:   Override  
Drop Deadline (retain) factor:  Deadline:   Override  
Drop Deadline (Penalty) factor:  Deadline:   Override  
Drop Deadline(Penalty2) factor:  Deadline:   Override

#### Cancel & Withdrawal Dates

Rule:  Point Between Class Start-End  
Rounding Scheme:  Previous Day  
Cancel Factor:  Deadline:   Override  
Withdraw w/o Penalty factor:  Deadline:   Override  
Withdraw with Penalty factor:  Deadline:   Override  
Withdraw with Greater Penalty:  Deadline:   Override

### Fully Graded Date

Rule:  Days before/after Class Start  
Rounding Scheme:  Basis Day  
Factor:  Deadline:   Override

### Lapse Start Date

Rule:  Days before/after Class Start  
Rounding Scheme:  Basis Day  
Factor:  Deadline:   Override

### Sixty Percent Point in Time

Rule:  Point Between Class Start-End  
Rounding Scheme:  Previous Day  
Factor:  Deadline:   Override

### Census Date

Rule:  Point Between Class Start-End  
Rounding Scheme:  Previous Day  
Factor:  Deadline:   Override

[Dynamic Class Data](#) | [Class Meeting Pattern](#) | [Messages](#)

# Batch calculation

The functionality exists, but requires a rule to either be attached to the section or to be the default rule for the course in the course catalog.

The screenshot shows a web application interface for 'Dynamic Class Dates'. On the left is a navigation menu with categories like 'Inquire', 'Process', 'Report', 'Define Academic Requirements', 'Track Student Careers', 'Manage Academic Records', 'Process Transfer Credit', 'Design Student Administration', 'NDU Applications', 'Maintain Security', and 'PeopleTools - Student Admin'. The 'Process' category is expanded, showing options like 'Attendance Roster Generator', 'Class Permission', 'Dynamic Class Dates', 'Exam Scheduling', 'Grade Lapse', 'Grade Post', 'Grade Roster Generator', and 'Prior Term Copy'. The 'Dynamic Class Dates' option is selected.

The main content area is titled 'Dynamic Class Dates'. It includes a 'Run Control ID' field with the value 'UNDDynamicDateCalc' and links for 'Report Manager', 'Process Monitor', and a 'Run' button. Below this are input fields for '\*Academic Institution:' (value: 'UND01', 'University of North Dakota'), '\*Term:' (value: '0740', '2007 Summer'), and 'Commit Frequency:' (value: '1').

A table with the following columns is displayed: 'Class Nbr', 'Session', 'Academic Organization', 'Campus', 'Subject Area', 'Catalog Number From', 'Catalog Number To', 'Class Start Date From', 'Class Start Date To', and 'Obey Dynamic Date Calc Required'. The first row contains a search icon, a dropdown menu with 'Dyn Dates', search icons for the next four columns, empty input fields for the next two columns, date pickers for the last two columns, and a checked checkbox.

At the bottom, there are buttons for 'Save', 'Return to Search', 'Next in List', 'Previous in List', and 'Add'.

# Synchronization with Adjustment Calendar

- If your cancellation deadline is the same as the last day to drop with full refund, you should be in sync with your business office adjustment calendar.
- The business office adjustment calendar is based on class length percentage.

**Adjustment Calendars**

SetID: UND01 Adjustment Code: REFUND1

\*Description: Refund Calendar-%Class Length

\*Adjustment Option: By Class Length %

\*Adjust Reason: RETR Retroactive  Term Withdrawal

Copy Adjustment Calendar + -

Set Default

\*Term: 0810 2007 Fall Session:   Set Default + -

Day From	To	Percent From	To	Meeting From	To	Refund Percent		
0	0	0.000	8.999	0	0	100.00	<a href="#">Administrative Fee Setup</a>	+ -
0	0	9.000	34.999	0	0	75.00	<a href="#">Administrative Fee Setup</a>	+ -
0	0	35.000	59.999	0	0	50.00	<a href="#">Administrative Fee Setup</a>	+ -
0	0	60.000	100.000	0	0	0.00	<a href="#">Administrative Fee Setup</a>	+ -

Save Return to Search Next in List Previous in List Refresh Add Update/Display

- Adjustment Calendar “Day From” is the equivalent of “Rounding Scheme” in the Dynamic Date rule. A zero in the Adjustment Calendar means the deadline is calculated beginning with the day before a class starts, which is equivalent to “Previous Day” in the rounding scheme. In the rounding scheme, “Basis Day” would be the equivalent of Day 1 in the Adjustment Calendar.

### Adjustment Calendars

SetID: UND01      Adjustment Code: REFUND1

\*Description: Refund Calendar-%Class Length

\*Adjustment Option: By Class Length %

---

\*Adjust Reason: RETR Retroactive       Term Withdrawal       Set Default

View All    First 5 of 5    Last

Copy Adjustment Calendar    +    -

---

\*Term: 0810 2007 Fall      Session:       Set Default

View All    First 1 of 7    Last

Day From	To	Percent From	To	Meeting From	To	Refund Percent	
0	0	0.000	8.999	0	0	100.00	<a href="#">Administrative Fee Setup</a> +    -
0	0	9.000	34.999	0	0	75.00	<a href="#">Administrative Fee Setup</a> +    -
0	0	35.000	59.999	0	0	50.00	<a href="#">Administrative Fee Setup</a> +    -
0	0	60.000	100.000	0	0	0.00	<a href="#">Administrative Fee Setup</a> +    -

View All    First 1-4 of 4    Last

---

Save    Return to Search    Next in List    Previous in List    Refresh    Add    Update/Display

# The trouble with Spring Break

- A fall term has 117 calendar days. Policies are based on a fall term.
- A spring term has 124 calendar days, which is equal to  $117 +$  the 7 days of spring break.
- When the system calculates percentages between class start and end dates, it sees 117 for fall, and it sees 124 for spring.
- Title IV refund regulations call for the exclusion of any holiday longer than 4 days from counting in the number of calendar days between a term start and end date – the only such period we have is spring break.

- It does not work to simply readjust the dynamic date percentages for a spring term. If a class' start and end dates fall entirely before or entirely after spring break, the Fall percentages would apply. But if a class has spring break any time within its start and end date range, the percentages would be different for every unique start and end date combination (i.e., go back to the session concept and hard code them?).
- The only real solution is to get PeopleSoft to add a feature to subtract Title IV holidays from its dynamic date denominator.

- For Spring, we continue to use the standard percentages developed for a Fall semester. However, we are hard coding our 2<sup>nd</sup> 8 week classes in the session table, since they start before spring break. For other dynamics that cross spring break, we are simply ignoring the issue and making them dynamic, using Fall rules.

# Choosing which sessions to eliminate

- A query

UND\_SR\_CLASSES\_PER\_SESSION - Count of sections per session

Term:

Download results in : [Excel97 SpreadSheet](#) [CSV Text File](#) (1 kb)  
[Excel2K SpreadSheet](#)

View All First  1 - 21 of 21  Last

	Term	Session	Count Class Nbr
1	0810	1	4276
2	0810	M4	782
3	0810	COR	110
4	0810	M3	75
5	0810	8W1	52
6	0810	8W2	36
7	0810	DYN	19
8	0810	AKF	8
9	0810	M1	8
10	0810	M2	5
11	0810	MIN	5
12	0810	10W	4
13	0810	1W2	4
14	0810	6W1	3
15	0810	AAK	1

# The Goal

## UND\_SR\_CLASSES\_PER\_SESSION - Count of sections per session

Term:

[View All](#) | [Rerun Query](#) | [Download to Excel](#)

First  1-7 of 7  Last

	Term	Session	Count Class Nbr
1	0830	1	4559
2	0830	M4	720
3	0830	DYN	154
4	0830	COR	114
5	0830	M3	73
6	0830	M2	4
7	0830	M1	2

## Known flaws

- Lapse Start Date not being used by lapse process
- Dynamic dates not used when using the “drop this course if enrolled” feature – system uses the DYN session dates instead.
- Inability to exclude Spring Break from calendar days calculations.

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