

CSUN Schedule of Classes Access Roles

1/8/18

| ROLE NAME | Academic Org Svcs | SOC College | SOC Dept All | SOC Report | SOC View Only |
|--|---|--|--|---|--|
| SOLAR NAME | NRSA Academic Org Services | NRSR SOC College and NRCC SOC College | NRSR SOC Dept All and NRCC SOC Dept All | NRSR SOC Report and NRCC SOC Report | NRSR SOC View Only and NRCC SOC View Only |
| PERMISSION LIST | NSORGSRV | SRSOCC01 | SRSOCDA1 | SRSOCR1 | SRSOCV01 |
| DESCRIPTION | View class scheduling components, run all SOC reports and academic planning worksheet by college. | Update class scheduling components, run SOC reports, and maintain Dept URLs by college. | Maintain class scheduling data and run SOC reports. Some components are restricted after the build. | Access to SOC reports for an academic org | View only access to the scheduling application for an academic org |
| USERS | Associate Deans, Chairs, and MARS. | TRAINING IS REQUIRED. A staff member in the Dean's office that provides backup to all departments in their college. | TRAINING IS REQUIRED. A staff member in a department responsible for scheduling classes and one or more staff members who provide backup to the primary scheduler in his/her absence. | If justification is approved, this role may be assigned to staff members that require access to enrollment information for financial and academic purposes. | Rarely assigned to department staff. This role is primarily used by programmers and/or technical staff members for troubleshooting SOC issues. |
| Adjust Class Associations | VIEW ONLY | YES | YES | NO | VIEW ONLY |
| Browse Catalog | YES | YES | YES | YES | YES |
| Class Facility Usage | YES | YES | YES | NO | YES |
| Class Permissions | YES | YES | YES | NO | VIEW ONLY |
| Class Roster | YES | YES | YES | NO | NO |
| Class Search | YES | YES | YES | NO | YES |
| Classes With No Grades | YES | YES | YES | YES | YES |
| Combined Sections | NO | YES | YES | NO | NO |
| Course Catalog Search | YES | YES | YES | NO | YES |
| Dept URL Maintenance | NO | YES | NO | NO | NO |
| Grade Roster Print | YES | YES | YES | NO | NO |
| Incomplete Grades List | YES | YES | YES | YES | YES |
| Instructor Schedule | YES | YES | YES | YES | NO |
| Instructor Term Workload | YES | YES | YES | NO | NO |
| Instructor/Advisor Info | NO | YES | YES | NO | NO |
| Maintain Schedule of Classes | VIEW ONLY | YES | YES | NO | VIEW ONLY |
| Reserve Capacity | VIEW ONLY | YES | YES | VIEW ONLY | VIEW ONLY |
| Resource Queue Cleanup | YES | YES | YES | NO | NO |
| Schedule Class Meetings (Includes Exams) | VIEW ONLY | YES | YES | NO | VIEW ONLY |
| Schedule New Course | NO | YES | YES | NO | NO |
| Search for a Facility | NO | YES | NO | NO | NO |
| SOC Reports | Plus 108, 128, 222 | Plus 008, 128, 196 | YES | YES | 20-28, 30-34, 36, 102, 226 |
| Sup Class - Assign Instructor | NO | YES | YES | NO | NO |
| Updates Sections of a Class | VIEW ONLY | YES | YES | NO | VIEW ONLY |