



Ellucian Documentation

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Location Management

This chapter discusses the Location Management reports and processes.

Dormitory Address Creation Report (SLRDADD)

This report is used to create dormitory address information from the housing assignments. The address associated with the dormitory assignment is maintained in the Building Definition Form (SLABLDG). This job will create a dormitory address for each active room assignment that falls within the requested room assignment date.

A check prevents a new dormitory address from being created if a record of the type selected in the parameters exists with no effective dates. For example, if a Dormitory Address (DO) exists with no effective dates and the Dormitory Address Creation Report is run for the term 199301, and a new DO address is to be created based on the person's assignments, an error message is generated, and no update will occur.

| Parameter Name | Required? | Description | Values |
|----------------------|-----------|---|---|
| Process Term | Yes | Enter the term code representing the term for which the assignments are to be created. | Term Code Validation Form (STVTERM) |
| Room Assignment Date | Yes | Enter the date on which the assignments take effect. This parameter is used to specify that only those room assignments which are active on the date selected are used to create address records. For example, if an assignment runs from 9/1 through 9/15, and the user enters 9/16 in this parameter, then the assignments will not be selected. | |
| Address Type | Yes | Enter the address type by which the created address should be referenced. | Address Type Code Validation Form (STVATYP) |

| Parameter Name | Required? | Description | Values |
|----------------|-----------|---|--|
| Address Source | No | Enter the address source by which the created address should be referenced. | Address Source Validation Form (STVASRC) |

Active Housing Assignments Report (SLRHLST)

This report is used to list all of the active housing assignments.

| Parameter Name | Required? | Description | Values |
|------------------------|-----------|---|--|
| Process Term | Yes | Enter the term code representing the term for which the assignments are to be repeated. | Term Code Validation Form (STVTERM) |
| Room Assignment Date | No | Enter the date for which the room assignment should be selected. Leave blank for today's date, or enter the date selected in date format DD-MON-YYYY. | |
| Report Sequence | Yes | Enter 1 to print the report in name order, enter 2 to print in ID number order, or enter 3 to print in building/room order. | 1 - Name order 2 - ID number order 3 - Building/room order |
| Address Selection Date | No | Enter the effective date for the address you want to have printed on the report. Leave blank for today, or enter in date format DD-MON-YYYY. | |
| Address Hierarchy | Yes | Enter the address type to be printed on the report; multiple requests are permitted and must be entered in priority sequence. | Address Type Code Validation Form (STVATYP) |

| Parameter Name | Required? | Description | Values |
|----------------------|-----------|--|---|
| | | <p>For example, 1MA 2PR will first print the mailing address, and if none is found, will print the permanent address.</p> <p>Enter each parameter then hit return for the next prompt. Returning with a null value will move you on to the next parameter.</p> | |
| Selection Identifier | No | Enter the code that identifies the population with which you want to work. The selection identifier must be defined on the Population Selection Definition Rules Form (GLRSLCT). All or none of the population selection parameters must be entered. | Population Selection Inquiry Form (GLISLCT) |
| Application Code | No | <p>Enter the code that identifies the general area for which the selection identifier was defined. All or none of the population selection parameters must be entered.</p> <p>The Population Selection Extract Inquiry Form (GLIEXTR) may be used to review the people who will be processed in the load from the selection identifier and application code entered.</p> | Application Inquiry Form (GLIAPPL) |
| Creator ID | No | Enter the user ID of the person who | |

| Parameter Name | Required? | Description | Values |
|----------------|-----------|---|--------|
| | | created the population rules. All or none of the population selection parameters must be entered. | |

Batch Room/Meal/Phone Assess Report (SLRFASM)

This report is used to provide batch assessment for room, meal, and phone charges.

The process automatically populates the Original Indicator to \forall , for the first time assessment occurs, for a specific detail code, for the student, for the term, and for all assessments before the cutoff dates established on SLATERM.

| Parameter Name | Required? | Description | Values |
|-------------------|-----------|---|---|
| Process Term | Yes | Enter the term code representing the term for which the assessments are to be calculated. | Term Code Validation Form (STVTERM) |
| Process Indicator | Yes | Enter \circ to batch assess all outstanding room, meal, and phone charges; enter $\%$ to assess everyone. | O - Assess room, meal, phone % - Assess everyone |
| Update Bills | Yes | Enter \mathbb{N} if you do not want to update the student's bills, or \forall to update the bills. | Y - Update bills N - Do not update bills |
| Sort Sequence | Yes | Enter \mathbb{I} to sort by ID number, or \mathbb{N} to sort by name. | I - ID number order N - Name order |

Assignment Roll Process (SLRROLL)

This process is used to roll one term's housing, meal, and phone assignments forward to another term.

| Parameter Name | Required? | Description | Values |
|----------------|-----------|--|-------------------------------------|
| From Term | Yes | Enter the term code representing the term from which the | Term Code Validation Form (STVTERM) |

| Parameter Name | Required? | Description | Values |
|-----------------------------|-----------|---|---|
| | | housing, meal, and phone assignments are to be rolled. | |
| To Term | Yes | Enter the term code representing the term to which the housing, meal, and phone assignments are to be rolled. | Term Code Validation Form (STVTERM) |
| Report Mode | Yes | Enter A for Audit mode or U for Update mode. Audit mode does not update the database and is useful for identifying errors which can then be corrected for a roll in Update mode. | A - Audit mode U - Update mode |
| Roll Room Assignments | Yes | Enter Y to roll room assignments, N to not roll room assignments. | Y - Roll assignments N - Do not roll assignments |
| Room Assignment Status Code | No | Enter the status code for the room assignment. This code will be the status assigned to the rolled room assignments. Only one active room assignment is rolled at a time. | Room Assignment Status Code Validation Form (STVASCD) |
| Room Assignment Status Date | No | Enter the date on which the room assignment becomes effective. When a status code is entered in the Room Assignment Status Code parameter, you must enter an associated status date in this parameter. | |
| Roll Meal Assignments | Yes | Enter Y to roll meal assignments, N to not roll meal assignments. | Y - Roll assignments |

| Parameter Name | Required? | Description | Values |
|------------------------------|-----------|---|--|
| | | | N - Do not roll assignments |
| Meal Assignment Status Code | No | Enter the status code for the meal assignment. Only one active meal assignment is rolled at a time. | Meal Assignment Status Code Validation Form (STVMSCD) |
| Meal Assignment Status Date | No | Enter the date on which the meal assignment becomes effective. When a status code is entered in the Meal Assignment Status Code parameter, you must enter an associated status date in this parameter. | |
| Roll Phone Assignments | Yes | Enter Y to roll phone assignments, N to not roll phone assignments. | Y - Roll assignments N - Do not roll assignments |
| Phone Assignment Status Code | No | Enter the status code for the phone assignment. Only one active phone assignment is rolled at a time. | Phone Assignment Status Code Validation Form (STVPSCD) |
| Phone Assignment Status Date | No | Enter the date on which the phone assignment becomes effective. When a status code is entered in the Phone Assignment Status Code parameter, you must enter an associated status date in this parameter. | |

Batch Housing Schedules Report (SLRSCHE)

This report is used to extract the building, room, and application data from the database, and create a temporary assignment file for a processing term, based on the applicant's preferences, priorities, and attributes.

Note: You must run SLRSCHE before running SLRSCHD, to create the temporary assignment file of data to be used when SLRSCHD is run.

| Parameter Name | Required? | Description | Values |
|----------------|-----------|---|-------------------------------------|
| Term | Yes | Enter the term code for the term to be used when creating the temporary assignment data. The data is then used when SLRSCHD is run. | Term Code Validation Form (STVTERM) |

There is no hardcopy output associated with this report.

Batch Scheduler Report (SLRSCHD)

This report is used to create dormitory housing assignments in batch mode, based on the applicant's preferences.

Note: You must run the COBOL program `slrsche.pco` first, to create a temporary assignment file of data to be used in running SLRSCHD.

| Parameter Name | Required? | Description | Values |
|----------------|-----------|---|---|
| Process Term | Yes | Enter the term code representing the term for which the assignments are to be created. | Term Code Validation Form (STVTERM) |
| Report Order | Yes | Enter I to run the report in ID number order, N to run in name order, or P to run in application priority order. | I - ID number order N - Name order P - Application priority order |
| Report Mode | Yes | Enter A to run in Audit mode or U to run in Update mode. Audit mode does not update the database and is | A - Audit mode U - Update mode |

| Parameter Name | Required? | Description | Values |
|-----------------------------|-----------|---|---|
| | | useful for identifying errors which can then be corrected before Update mode. | |
| Room Rate Code | Yes | Enter the desired rate code for the rooms to be scheduled. This parameter is required whether the report is run in Audit mode or Update mode. | Room Rate Code Validation Form (STVRRCD) |
| Room Assignment Status Code | Yes | Enter the status code for the room assignment. This parameter is required whether the report is run in Audit mode or Update mode. | Room Assignment Status Code Validation Form (STVASCD) |
| Room Assignment Status Date | Yes | Enter the date on which the room assignment becomes effective. This parameter is required whether the report is run in Audit mode or Update mode. | |

Housing Purge Process (SLPHOUS)

This process will purge the housing applications, housing, meal plan, and phone assignments for the user specified terms and activity dates.

These assignment assessments must have been processed and accepted in the Accounts Receivable module. The user may choose either of two options: option 1 is purge by term, and option 2 is purge by term and activity date.

| Parameter Name | Required? | Description | Values |
|----------------|-----------|--|--|
| Process Term | Yes | Enter the term code representing the term for which the housing information is to be purged. | Term Code Validation Form (STVTERM) |
| Purge Option | Yes | Enter 1 to purge records by term or 2 to | 1 - Purge by term 2 - Purge by term and activity date |

| Parameter Name | Required? | Description | Values |
|----------------|-----------|---|-----------------------------------|
| | | purge records by term and activity date. | |
| Activity Date | No | Housing assignments with activity dates that match the date entered will be purged. Enter in date format DD-MON-YYYY. | |
| Run Mode | Yes | Enter A to produce a listing of all selected purge data without affecting the database. Enter U to update the database after purging the selected data. | A - Audit mode U - Update mode |

ACS Housing Interface Report (SLRBACS)

This report reads Banner files and extracts the specified data into a file for use by the Applied College Systems (ACS) Housing Information System (HIS).

The printed output is shown in a control report with totals of the records sent. A transaction file is also produced, which is formatted and ready to be run through the ACS HIS. This reduces the amount of data entry required in the Housing Information System.

| Parameter Name | Required? | Description | Values |
|------------------------|-----------|---|-------------------------------------|
| Term Code | Yes | Enter the term code to be used to select housing application records for the ACS HIS file. | Term Code Validation Form (STVTERM) |
| Address Selection Date | No | Enter the date in DD-MON-YYYY format for the address(es), effective on this date, to be extracted for the ACS HIS file. The system date is the default if this parameter is left blank. | |
| Address Type | Yes | Enter the address type to be used in the selection of the addresses. Up to two | |

| Parameter Name | Required? | Description | Values |
|----------------|-----------|---------------------------------|--------|
| | | address types may be requested. | |
