

Procedure for Linking One Lecture to Multiple Lab Sections

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September 2012

In order to operate more efficiently and streamline procedures, Steve Reed offered suggestions which Kathy Herbert tested in Banner. We had been required to set up lectures to labs with a 1:1 ratio. We can now link multiple labs to one lecture with a one way tie.

1. Set up the one large lecture and separate lab sections using the SSASECT in INB.

- You may use number and letter combinations for lab sections which makes more sense from the student side when they are registering. For example:

CHEM 111 section 1 lecture can have CHEM 111L sections 1A, 1B, 1C...labs

CHEM 111 section 2 lecture can have CHEM 111L sections 2A, 2B, 2C... labs

*Do not Cross List.

2. Use SSADETL to link the lab to the lecture. (see FIGURE 2)

- Enter Term and **LAB** CRN
- Next Block to “Co-requisites” enter the single **LECTURE** CRN
- Save and “roll back” to enter each lab section separately with the same lecture.
Remember this is backwards from how we did this in the past. We are working from the Lab side and entering the Lecture in the “co-requisite” box. You will NOT double link from the Lecture side as you are tying multiple labs to the same lecture.

Oracle Fusion Middleware Forms Services: Open > SSASECT - SSADETL

File Edit Options Block Item Record Query Tools Help

Term: 201220 CRN: 20381 Subject: CHEM Course: 111L Title: General Chemistry 1

Section Links and Corequisites Section Fees Degree Program Attributes Contract and Block Schedule Information

Section Links

Link Connector

Corequisites

CRN	Subject	Course	Section
20360	CHEM	111	1

Link connector. Record: 1/1 <OSC>

Figure 2

3. Add instructions to SSATEXT to let the student know which labs to choose from. This will show in SSB with the course. You may use either the “Section Text” or the “Long Text.” (see FIGURE 3)

- Section Text will look like one long sentence in SSB without breaks.
- The Long Text allows more freedom and uses html. Please see how that is entered in the following illustration. Also, for comparison, below this illustration, there is a screen shot with both methods so you can see how it looks to students.

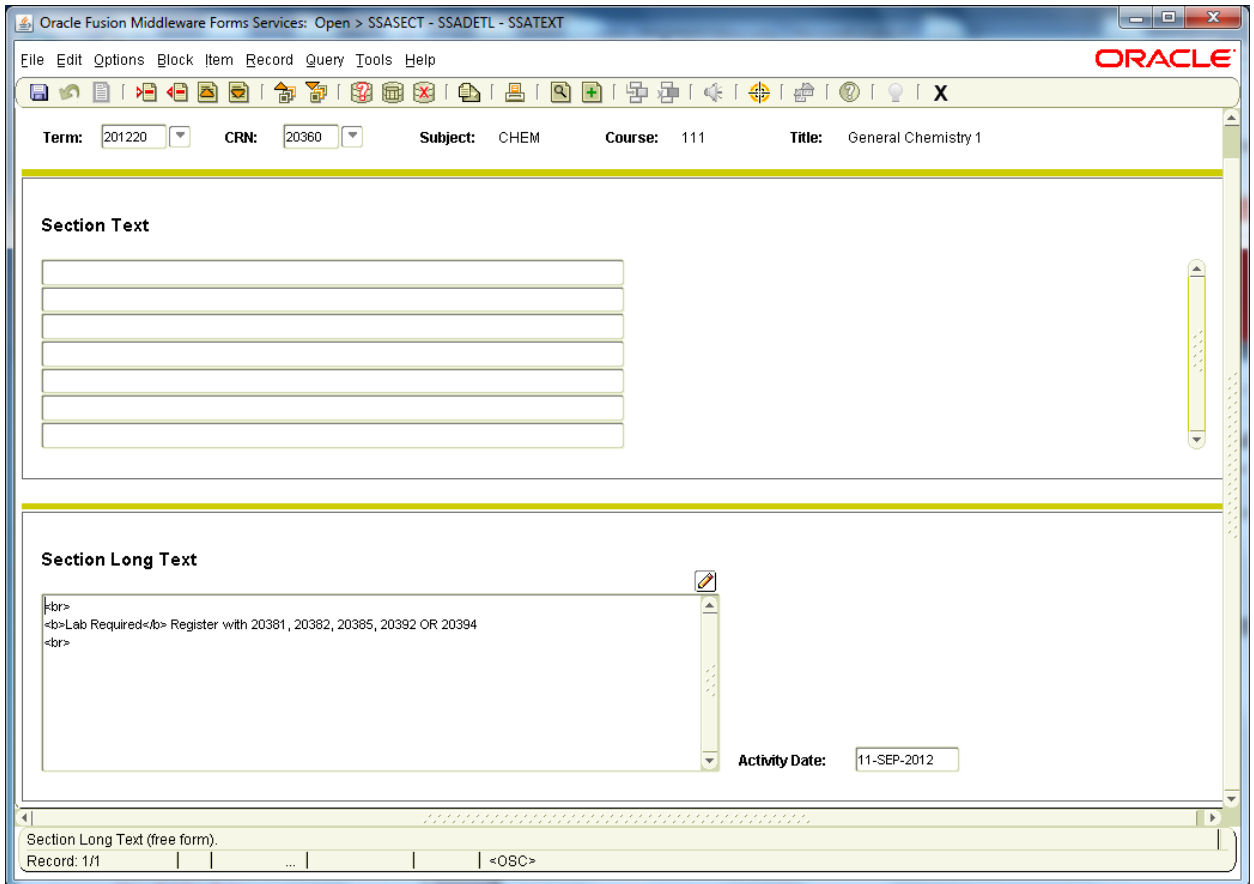


Figure 3

4. Add the restriction of “Lab Required” to the lecture attributes using SSADETL.

- Use “Degree Program Attributes” Tab.
- Enter the term and lecture CRN, next block, choose “Lab Required.”

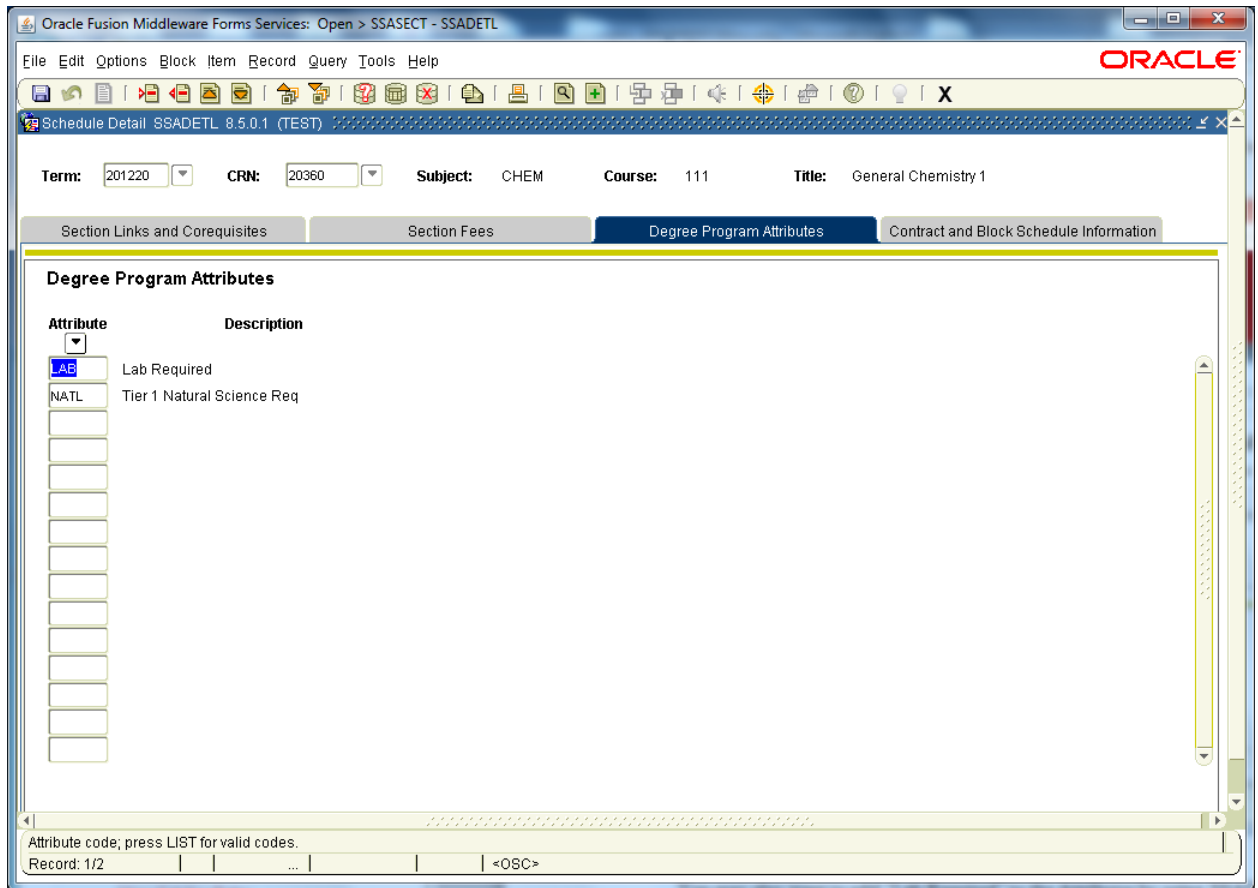


Figure 4

*If the student tries to register for the lecture without a lab, they will see the message “must register for lecture and lab together.” If the student tries to register for a lecture and lab that are not linked, they will see the same message.

Can be viewed in SSB (Self-Serve Banner) (see FIGURE 5)

The screenshot shows a web browser window with the URL https://testssb.bsu.edu/TEST/bwskfcls.p_disp_dyn_sched_list. The browser's address bar and menu bar are visible. The page content includes the Ball State University logo and a search bar. The main content area displays course information for "General Chemistry 1 - 20383 - CHEM 111 - 12".

General Chemistry 1 - 20383 - CHEM 111 - 12
Lab Required: Register with 12345, 23456,
Associated Term: Spring 2013
Registration Dates: Sep 10, 2012 to Jan 11, 2013
Levels: Undergraduate
Attributes: Tier 1 Natural Science Req

Main Campus
Lecture Schedule Type
4.000 Credits
[View Catalog Entry](#)
[Barnes & Noble View/Order Textbooks](#)

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	12:30 pm - 1:45 pm	TR	Cooper Physical Science 188	Jan 07, 2013 - May 03, 2013	Lecture	TBA

General Chemistry 1 - 20361 - CHEM 111 - 2
Lab Required Please register with 20386,20388, 20390, OR 20396

Associated Term: Spring 2013
Registration Dates: Sep 10, 2012 to Jan 11, 2013
Levels: Undergraduate
Attributes: Tier 1 Natural Science Req

Main Campus
Lecture Schedule Type
4.000 Credits
[View Catalog Entry](#)
[Barnes & Noble View/Order Textbooks](#)

Annotations on the page:
- A green box highlights the text: "Top example is the 'section text.'" pointing to the course title.
- A green box highlights the text: "Bottom example is the 'long text.'" pointing to the detailed course information for the second section.

Figure 5

Here is how the course looks using the “Long Text” and “Lab Required” Attribute. (see FIGURE 6)

The screenshot shows a web browser window displaying the Ball State University Class Schedule Listing page. The URL is https://testssb.bsu.edu/TEST/bwckschd_p_disp_listcrse?term_in=2013. The page features the Ball State University logo and a search bar. The main content area is titled "Class Schedule Listing" and includes a breadcrumb trail: Home > Class Schedule Listing. The current term is Spring 2013, and the date is Sep 11, 2012. A section titled "Sections Found" lists "General Chemistry 1 - 20360 - CHEM 111 - 1". Below this, it states "Lab Required Register with 20381, 20382, 20385, 20392 OR 20394". Other details include "Associated Term: Spring 2013", "Registration Dates: Sep 10, 2012 to Jan 11, 2013", "Levels: Undergraduate", and "Attributes: Lab Required, Tier 1 Natural Science Req". There are links for "View Catalog Entry" and "Barnes & Noble View/Order Textbooks". A table titled "Scheduled Meeting Times" is shown below.

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	12:30 pm - 1:45 pm	TR	Cooper Physical Science 188	Jan 07, 2013 - May 03, 2013	Lecture	TBA

Figure 6

For additional information contact:

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