L.I.F.E.S.V2

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| User Guide  includes  ADMIN Section |

Table of Contents

Introduction 2

Administrative 2

*Administrators* 2

Adding Users 2

Deleting Users 2

Unlocking Users 2

Resetting Passwords 2

*General Users* 2

Logging In 2

The Home Screen 2

Creating Your First Examination Schedule 2

*Entering Time Constraints* 2

*Entering an Enrollment File* 2

*Actually Running the Scheduler* 3

*Rescheduling* 3

*Editing a Schedule That Was Generated* 3

Saving a Schedule 3

Frequently Asked Questions 3

# Introduction

Welcome to the user guide for L.I.F.E.S.V2! We hope this guide will help you get comfortable with the Lions Final Exam Scheduler application. The developers of this application encourage you to have L.I.F.E.S open on your computer while you look through this guide, so you can “click around” and get familiar with everything. Let’s get started!

# Administrative

## *Administrators*

### Adding Users

### Deleting Users

### Unlocking Users

### Resetting Passwords

## *General Users*

# Logging In

# The Home Screen

# Creating Your First Examination Schedule

## *Entering Time Constraints*

## *Entering an Enrollment File*

## *Actually Running the Scheduler*

## *Rescheduling*

## *Editing a Schedule That Was Generated*

# Saving a Schedule

# Frequently Asked Questions