

Inputs

The checker requires three CSV's are input, these are as follows:

- Schedule
 - Completed schedule mapping courses to who is instructing/assisting/leading lab/leading recitation
- TA Preferences
 - Graduate students preferences and qualifications collected from a Google Form submission
- Faculty Hours
 - How many courses faculty members are expected to teach
- Spring Vs Fall
 - Toggle Spring vs fall based on which semester is being checked.

These are entered by clicking on the 'Choose File' (pictured below) button and finding the respective file on your local machine. The formatting of these CSV's are crucial to the functionality of the checker and will be discussed in the 'Formatting' section below.

Check Generate Fall Spring

Schedule

Choose File schedule_april17.csv

Last uploaded: 05/04/2018 @ 14:57:20

TA Preferences

Choose File ta_pref_april4.csv

Last uploaded: 05/04/2018 @ 14:57:26

Faculty Hours

Choose File faculty_hours_April8.csv

Last uploaded: 05/04/2018 @ 14:57:31

Run Download

Time:

Output

The output will be visible on the web app's check page. You will see it on the right side once the checker is finished running. The format for an error being outputted is 'Err: {Error Output}'. Below is an example of the output that you will see when you run the checker program.

Check

Generate

Fall

Spring

Schedule

Choose File

schedule_april17.csv

Last uploaded: 05/04/2018 @ 14:57:20

TA Preferences

Choose File

ta_pref_april4.csv

Last uploaded: 05/04/2018 @ 14:57:26

Faculty Hours

Choose File

faculty_hours_April8.csv

Last uploaded: 05/04/2018 @ 14:57:31

Run

Download

Time: 224ms

ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: andrey smirnov is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: e. mclaughlin is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: tom beck is assigned to a course but not on the list of faculty or graduate students
ERR: nazockdast ehssan is assigned to a course but not on the list of faculty or graduate students
ERR: aaron barret is assigned to a course but not on the list of faculty or graduate students
ERR: vladass pipiras is assigned to a course but not on the list of faculty or graduate students
ERR: vladass pipiras is assigned to a course but not on the list of faculty or graduate students
ERR: xavier mela is assigned to a course but not on the list of faculty or graduate students
ERR: belkale prakash is assigned to a course but not on the list of faculty or graduate students
ERR: hedrick & servedio is assigned to a course but not on the list of faculty or graduate students
ERR: hedrick & servedio is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: jeremy marzuola is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: is assigned to a course but not on the list of faculty or graduate students
ERR: collin kofroth, 566. Cannot teach on both MWF and TR
ERR: chad kelterborn, 232H. Instructor did not list course as one of their recitation preferences
ERR: austin ferguson, 110. Instructor did not list course as one of their teaching preferences
ERR: james choi, 381H. Instructor did not list course as one of their assisting preferences
ERR: john caughtman, 233H. Instructor did not list course as one of their recitation preferences
ERR: bradley hicks, 521H. Instructor did not list course as one of their assisting preferences
ERR: benjamin walker, 383L. Cannot teach on both MWF and TR
ERR: gary moon, 383. Cannot teach on both MWF and TR
ERR: carol sadek, 661*. Instructor did not list course as one of their assisting preferences
ERR: gonzalo cazas-nasitiqui, 577. Cannot teach on both MWF and TR
ERR: robert hunt, 668*. Instructor did not list course as one of their assisting preferences

Formatting

Names:

Names across CSV's should be consistent in terms of the format they are in and how the name is spelled.

The following formats are expected:

- {firstname} {lastname}
 - where firstname and lastname are separated by a space
 - example: "linda green"
- {lastname}, {firstname}
 - where lastname and firstname are separated by a comma
 - example: green, linda

Below are the formatting requirements for the three CSV's:

Faculty Hours

Expected Headers:

- "Professor Name"
- "Fall"
- "Spring"

Where:

- "Professor Name"
 - Name of the faculty member

- "Fall"
 - Integer entry of expected number of courses for the semester
- "Spring"
 - Integer entry of expected number of courses for the semester

Example:

Professor Name	Fall	Spring
Adalsteinsson, David	1	2
assani, idris	2	1
Belkale, Prakash	2	1
Camassa, Roberto	1	2

Schedule

Expected Headers:

- "Class"
- "Sec"
- "Class #"
- "Days"
- "Start Time"
- "End Time"
- "Bldg"
- "Rm"
- "Rm Cap"
- "Enroll Cap"
- "Instructor"
- "Assisting Assignment"
- "Teach(12)"
- "Recitation(3)"
- "Assist(6)"
- "Lab(6)"

Where

- "Class"
 - Course which is being offered
- "Sec"
 - section of the course
- "Class #"
 - class # of the course
- "Days"
 - which days the course is being offered
 - Options are:
 - "TR"
 - "MWF"
- "Start Time"
 - start time

- Format: {integer}:{integer} {PM or AM}
 - Example: 8:00 AM
- “End Time”
 - End time of the course
 - Format: {integer}:{integer} {PM or AM}
 - Example: 12:00 PM
- “Bldg”
 - Which building the course is taught in
- “Rm”
 - which room the course is taught in
- “Rm Cap”
 - Total cap of the number of students in the room
- “Enroll Cap”
 - Total cap of the students who are allowed to enroll
- “Instructor”
 - Who is instructing the course, formatting instructions for instructors/assistants/etc will be below
- “Assisting Assignment”
 - Who is assisting the course, formatting instructions for instructors/assistants/etc will be below
- “Teach(12)”
 - Integer to represent if who is teaching is a graduate student
- “Recitation(3)”
 - Integer to represent # of graduate students assigned to recitation for the respective course
- “Assist(6)”
 - Integer to represent # of graduate students assigned to assist for the respective course
- “Lab(6)”
 - Integer to represent # of graduate students assigned to lab for the respective course

How Faculty/Graduate Students are formatted with Teaching/Recitation/Assist/Lab

There are 5 following scenarios:

1. Only an instructor who is a faculty member and no graduate students

No entries in the Assisting Assignment/Teach/Recitation/Assist/Lab columns

Example:

Instructor	Assisting Assignment	Teach(12)	Recitation(3)	Assist(6)	Lab(6)
CAMASSA, ROBERTO					

2. An instructor who is a faculty member and has graduate students assisting

The faculty members name will go in the Instructor column, the assisting graduate student(s) will go in the Assisting Assignment column. If there is more than one assistant, the names should

be separated by a semicolon. An integer entry in the Assist(6) column which corresponds to the number of assistants.

Example:

Instructor	Assisting Assignment	Teach(12)	Recitation(3)	Assist(6)	Lab(6)
NEWHALL, KATIE	Firstyear J			1	
WILLIAMS, MARK	Moon, Gary			1	
BECK, TOM	Firstyear L			1	
EHSSAN, NAZOCKDAST	Firstyear K			1	

Example with multiple assistants:

Instructor	Assisting Assignment	Teach(12)	Recitation(3)	Assist(6)	Lab(6)
MELA, XAVIER	Firstyear D; Firstyear E; Firstyear F			3	
ADALSTEINSSON, DAVID	Firstyear G; Firstyear H; Firstyear I			3	

3. Graduate student is instructing the course with no assistant(s)

The graduate students name goes into the Instructor column, a corresponding 1 goes in the Teach(12) column.

Example:

Instructor	Assisting Assignment	Teach(12)	Recitation(3)	Assist(6)	Lab(6)
Adam, Brian		1			
GREEN, LINDA					

As you can see above, Linda Green is a faculty member which is why the format corresponds to situation 1. Brian Adam is a graduate student, since he is teaching the course a 1 goes in the Teach(12) column.

4. Graduate student is instructing the course with assistant(s)

This is very similar to situation 2, all that is added is a 1 in the teach column to flag that the student is a graduate student.

Example:

Instructor	Assisting Assignment	Teach(12)	Recitation(3)	Assist(6)	Lab(6)
Guider, Colin	Firstyear A	1		1	
Kruse, Paul	Shen, Chen; ExampleStudent A	1		2	

The first row shows how an entry should be made with one graduate student teaching and another graduate student assisting. The second row shows a graduate student teaching with multiple graduate students assisting.

5. Graduate student is instructing, course is recitation/assisting/lab

An integer goes in the Recitation/Assist/Lab column and the graduate students name goes in the instructor column.

Example:

Instructor	Assisting Assignment	Teach(12)	Recitation(3)	Assist(6)	Lab(6)
Caughman, John			1		

Where John Caughman is in charge of recitation for the section

TA Preferences

These correspond to the google form sent out to graduate students.

Expected Headers:

- “Name”
- “Will you be returning in Fall?”
- “Do you expect to be fully supported as a research assistant for the entire academic year next year?”
- “Hours completed last semester (0 for fall)”
- “What year will you be in Fall?”
- “Pure or Applied?”
- “Qualifying exams passed to date?”
- “Based on the above description of TA hours and assignments, how many hours, if any, do you expect to be BOUGHT OUT of?”
- “If you will be bought out of any Fall hours, what is the name of the professor who will be supporting you?”
- “Your preference for teaching.”
- “Your preference for labs.”
- “Your preference for assisting.”
- “Your recitation preference.”
- “If you could choose between teaching, recitation, assisting, and Math Help Center, which would you want most? [Labs]”
- “If you could choose between teaching, recitation, assisting, and Math Help Center, which would you want most? [Teaching]”
- “If you could choose between teaching, recitation, assisting, and Math Help Center, which would you want most? [Assisting]”
- “If you could choose between teaching, recitation, assisting, and Math Help Center, which would you want most? [Recitation]”
- “If you could choose between teaching, recitation, assisting, and Math Help Center, which would you want most? [Math help center]”
- “Your day preference.”
- “Your time conflicts. Which of these classes will you take in Fall 2018?”
- “Your computer programming skills?”

Formatting Requirements:

- “Your time conflicts. Which of these classes will you take in Fall 2018?”
 - {course} {days} {start time} - {end time}
 - Ex: 771 TR 12:30 - 1:45
 - If multiple days comma separate
 - Ex: 771 TR 12:30 - 1:45, 774 TR 2:00 - 3:15, 781 TR 9:30 - 10:45
- “Your computer programming skills?”
 - should be:
 - “weak”
 - “okay”
 - “strong”

Common Errors

- Name Formatting
 - Name isn't formatted correctly across different CSV's
 - Example:
 - not adhering to {lastname}, {firstname} -> Linda, Green will make the program think the name it should be checking for is Green Linda
- Name Misspellings
 - Corresponding names inconsistently spelled across different CSV's
- Not listing course in course column in schedule.csv, row will not be included.
 - example:

Class	Sec	Class #	Days	Start Time	End Time	B
	4	2049	TR	12:30 PM	1:45 PM	P