



GA Matcher



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Process overview

1. Copy data into Data Entry sheet - 4 tabs
 - a. TA matcher sheet: made by department to help with assigning contracts, has info about TAs
 - b. Report from Argos - Past Grades (Registration History, w/ transcript)
 - c. Report from Argos - COMP Classes data
 - d. Report from Argos - Student schedules
2. Upload sheet to program, and click on a course
3. Hover over TA names to see info on whether they would fit that course
4. Match TAs to Classes, trying to get the hours left for classes and TAs to 0

Excel Sheet - TA Data

Looks like this:

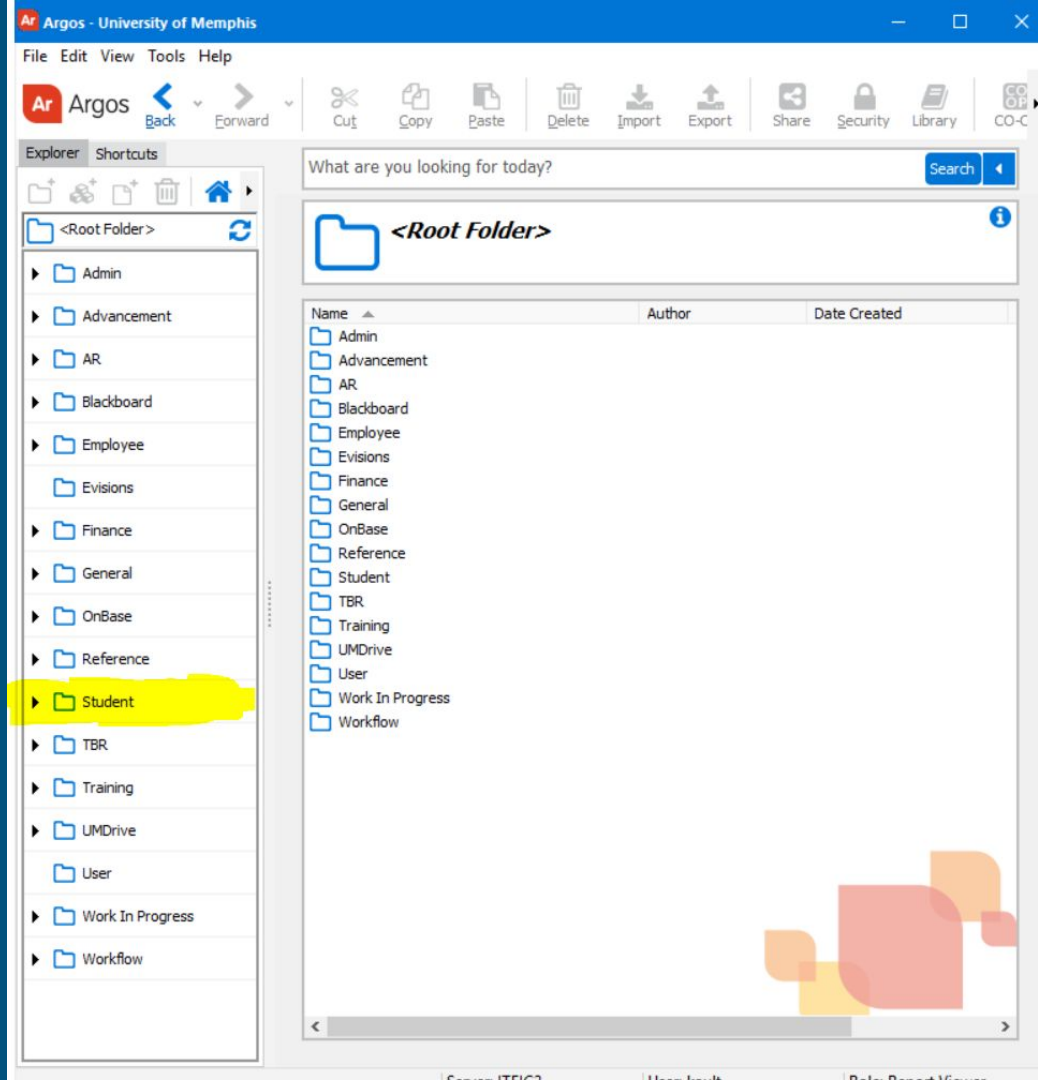
Last	First	U#	Hours	uuid	Email	Gender	
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- Copy and paste this TA Data into tab “GA”
- There are two additional columns, “Should_Teach” and “Should_Not_Teach” - Fill these out, looking through the GA evaluations to see if GA’s are recommended for or against a certain class.
- Type these classes like “COMP1900”

Argos reports

- Go to <http://argos.memphis.edu>
- It may ask you to download something the first time you go; Do this
- Sign in with your U of M credentials
- See next page for screenshots

- Go to the Student Folder on the left, then the “Miscellaneous” Folder
- The reports we’re looking for are:
- “SYMIA00030_A - COMP Class Schedules”
- “SYMIA00030_B - COMP GR Student Schedules/Registrations”



- Click “Run Dashboard”

File Edit View Tools Help

Ar Argos Back Forward Cut Copy Paste Delete Import Export Share Security Library CC

Explorer Shortcuts

Student.Miscellaneous

- Finish Line
- Physics faculty t
- Trio
- Admitted Studer
- Current Grad St
- SYMIA00004 - A
- SYMIA00006 - C
- SYMIA00020 - U
- SYMIA00027 - C
- SYMIA00028 - C
- SYMIA00029 - C
- SYMIA00030_A
- SYMIA00030_B
- Notifications
- Reg_Sched
- TBR
- Training
- UMDrive

What are you looking for today? Search

SYMIA00030_A - COMP Class Schedules

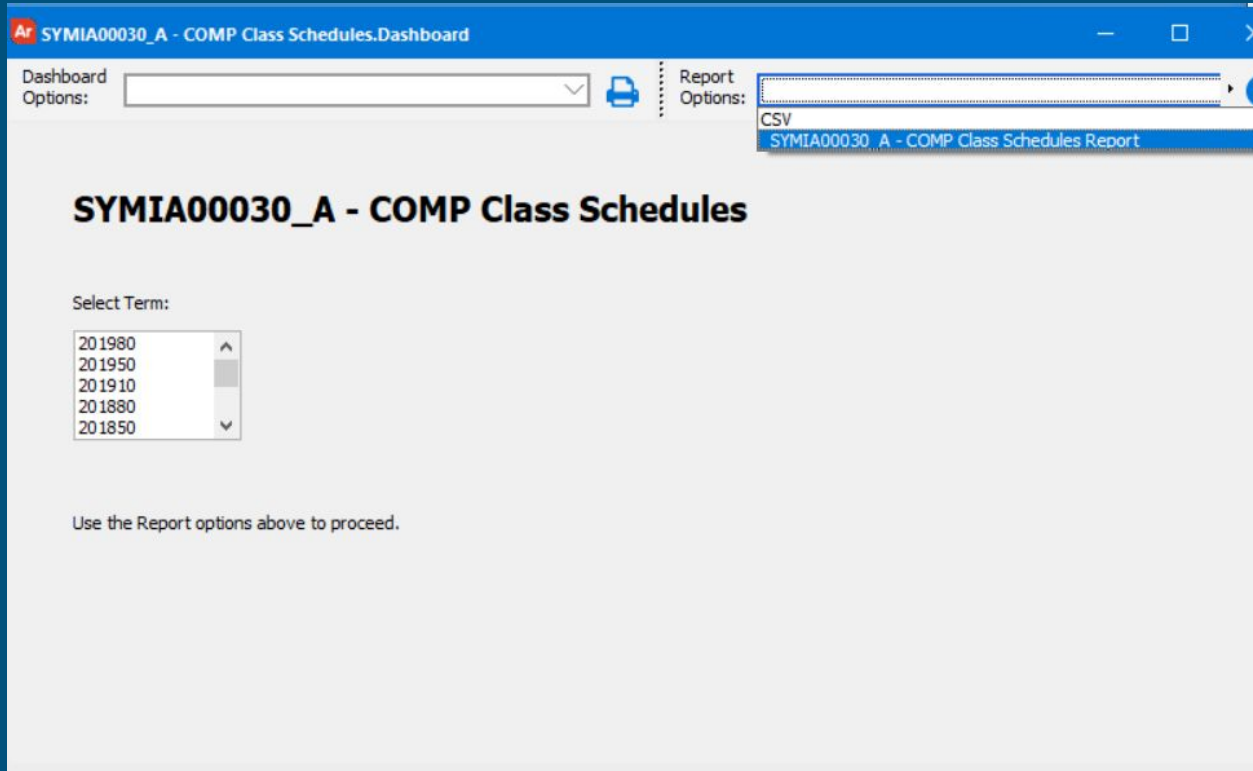
Associated Connection/Pool
DW_PROD

Report Viewer Actions

- Run Dashboard
- Run Saved
- Shortcut

Notes

- Select a term
- For the B report, select “Schedule” or “Registration History, depending on which you need
- Select the second option from the “Report Options” Menu (highlighted on right)
- Click the floppy disk button next to it to save the file to disk.
- Copy this file into the Data Entry Sheet (See next page for tabs)



The screenshot shows a web application interface for SYMIA00030_A - COMP Class Schedules. The title bar at the top reads "SYMIA00030_A - COMP Class Schedules.Dashboard". Below the title bar, there are two main sections: "Dashboard Options:" and "Report Options:". The "Dashboard Options:" section has a dropdown menu. The "Report Options:" section has a dropdown menu with "CSV" selected, and a blue button labeled "SYMIA00030_A - COMP Class Schedules Report" is visible. Below these options, the main heading is "SYMIA00030_A - COMP Class Schedules". Under this heading, there is a "Select Term:" label and a list box containing the following terms: 201980, 201950, 201910, 201880, and 201850. At the bottom of the page, there is a message: "Use the Report options above to proceed."

SYMIA00030_A - COMP Class Schedules.Dashboard

Dashboard Options: [Dropdown]

Report Options: [Dropdown] CSV

SYMIA00030_A - COMP Class Schedules

Select Term:

201980
201950
201910
201880
201850

Use the Report options above to proceed.

Tabs

Data Entry

- “GA” : TA info Sheet
- “Classes” : SYMIA00030_A - COMP Class Schedules
- “GA schedules” : SYMIA00030_B - COMP GR Student Schedules/Registration - Select “Schedules”
- “Registration History” : SYMIA00030_B - COMP GR Student Schedules/Registration - Select “Registration History”

Using the Program

- There are only two pages on this application: The home page, and the file upload page. You should be redirected to the file upload page; If not, click “Upload Excel Sheet” in the top right corner.
- Click “Attach File” To select the Data Entry Spreadsheet, and then click “Start Editing” To go back to the Home page
-

Using the Program

Now you should be on a page that looks like this:

University Of Memphis CS Dept – GA Matcher

Upload Excel SheetDownload Current Setup

Potential GA's

Shima Azizzadeh Roodpish

20

Jeff Atkinson

20

Kathryn Bridson

20

Keli Cheng

10

Saurab Dulal

20

Senjuti Dutta

20

COURSES

Class Name	Number of Hours used / needed	Selected TA 1 Hours Used	Selected TA 3 Hours Used	Selected TA 2 Hours Used
<div>COMP1800</div> <div>Problem Solving/Computers</div>	Fatih Sen	26	0 / 10	TR
<div>TA's</div>	<div>TA's</div>	<div>TA's</div>		
TA's Hours	TA's Hours	TA's Hours		

Using the Program

- To start, click on one of the class buttons; It will then highlight, that class, and calculate matches for the TA's. Green highlighted TA's are good for that class, red are bad, and white are neutral.
- Hover over a TA name to see more info on why they are good or bad

The screenshot displays a software interface with a dark blue background. On the left, a list of student names is shown with their corresponding scores: Ashlesh Gawande (20), Aashis Ghimi (20), Eric Hicks (20), and Maminur Islam (20). A tooltip is active over 'Aashis Ghimi', displaying the text: 'This student is free at that time' and 'This student got a grade of A+ in this course.' On the right, a class selection interface is visible. It features a purple header bar with the text 'COMP1900', 'CS: Intro Comp Science', 'Kriangsiri Malasri', '28', '0 / 10', 'MW', and '1730 - 1855'. Below this, there are three dropdown menus labeled 'TA's' and three input fields labeled 'TA's Hours'.

Using the Program

- Finally, select TA's using the dropdown boxes right under the class, and type in how many hours that TA should be assigned for that class.
- The hours used for that class will update, and they will be subtracted from the available hours of that TA on the left
- You may assign more hours than a class or a TA should have, it will just highlight that number in red so you are aware
- In picture above, Saurab had 20 hours, and then we inputted 25 hours for COMP 1800 - It subtracted it from his 20 hours, and added it to the classes needed hours (Now it says 25/10 on the right)

Kathryn Bridson	20	COMP1800	Problem Solving/Computers	Fatih Sen	26	25 / 10	TR	1620 - 1745
Keli Cheng	10							
Saurab Dulal	-5	Saurab Dulal		TA's			TA's	
Seniuti Dutta	20	25		TA's Hours			TA's Hours	

Using the Program

- When you are happy with the arrangement, click the “Download Current Setup” Button in the top right corner
- It will download as a csv file, which you can open in Excel; You can use or edit this file however you want to make some kind of final report.
- You’re Done!

Warnings

- Does not check if the two classes assigned to a GA conflict with each other
- Does not include a GA for the Undergraduate/Graduate/CFIA coordinator, or the LSP Support GA.
 - IF you want these on the program, you could enter their info into the “Classes” Tab of the Data Entry Spreadsheet.
 - Enter 40 students for a 20 hour job (Like CFIA Coordinator) Or 20 students for a 10 hour job (Like an undergraduate coordinator)
 - Make sure to put something in the CRN! Even just 00001 or 00002, but they each must have a unique value under CRN.