

| Master Scheduling Day One Tuesday, January 14, 2025 Mountain Time | | | | | | |
|---|---|--|---|---|--|--|
| Session 1 6:00-6:50 MT | Part 1: Roll-Forward Processes without Calendar Changes | | | | | |
| Session 2 7:00-7:50 MT | Responsive Scheduling | Part 1: Roll-Forward Processes with Calendar Changes | | | | |
| Session 3 8:00-8:50 MT | Part 2: Course Prep and Cleanup for Manually Building the Master Schedule | | Cross-Site Enrollment | | | |
| Session 4 9:00-9:50 MT | Optional Part 2: Scheduling with Academic Planning | Part 2: Course Prep and Cleanup for Requests and Auto-Building the Master Schedule | Adding a New Course | | | |
| Session 5 10:00-10:50 MT | Part 3: Manually Building the Master Schedule | Optional Part 2: Entering Course Requests for Auto-Building and Auto-Loading the Master Schedule | Elementary Scheduling Round Table | | | |
| Break | | | | | | |
| Session 6 12:00-12:50 MT | Part 3A: Prep for Auto-Building and/or Auto-Loading the Master Schedule | Intro to Requests & Rosters | Secondary Scheduling Round Table | Additional Period Setup | | |
| Session 7 1:00-1:50 MT | Part 3B: Auto-Building the Master Schedule | Part 4: Manually Rostering Students into the Master Schedule | Mid-Year Master Schedule Changes | | | |
| Session 8 2:00-2:50 MT | | Scheduling with Teams | Summer School Calendars | | | |
| Session 9 3:00-3:50 MT | Part 4: Auto-Loading Students into the Master Schedule | User Security Maintenance | Scheduling Reports | | | |
| Session 10 4:00-4:50 MT | | | | | | |

| Master Scheduling Day Two Wednesday, January 15, 2025 Mountain Time | | | | | | |
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| Session 1 6:00-6:50 MT | Part 2: Course Prep and Cleanup for Requests and Auto-Building the Master Schedule | Part 4: Manually Rostering Students into the Master Schedule | | | | |
| Session 2 7:00-7:50 MT | Part 2: Course Prep and Cleanup for Manually Building the Master Schedule | Part 3B: Auto-Building the Master Schedule | Elementary Scheduling Round Table | | | |
| Session 3 8:00-8:50 MT | Part 3A: Prep for Auto-Building and/or Auto-Loading the Master Schedule | | User Security Maintenance | | | |
| Session 4 9:00-9:50 MT | Mid-Year Master Schedule Changes | Part 4: Auto-Loading Students into the Master Schedule | Scheduling with Teams | Scheduling Reports | | |
| Session 5 10:00-10:50 MT | Part 1: Roll-Forward Processes without Calendar Changes | | Summer School Calendars | | | |
| Break | | | | | | |
| Session 6 12:00-12:50 MT | Part 1: Roll-Forward Processes with Calendar Changes | Part 3: Manually Building the Master Schedule | Responsive Scheduling | | | |
| Session 7 1:00-1:50 MT | | Intro to Requests & Rosters | Cross-Site Enrollment | | | |
| Session 8 2:00-2:50 MT | Optional Part 2: Scheduling with Academic Planning | Adding a New Course | | | | |
| Session 9 3:00-3:50 MT | Secondary Scheduling Round Table | Optional Part 2: Entering Course Requests for Auto-Building and Auto-Loading the Master Schedule | | | | |
| Session 10 4:00-4:50 MT | Additional Period Setup | | | | | |