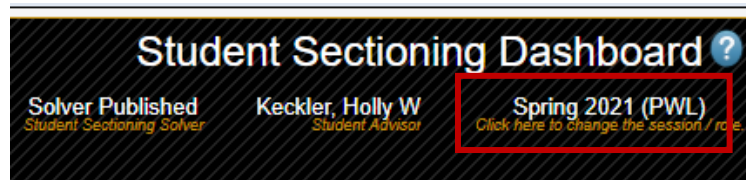
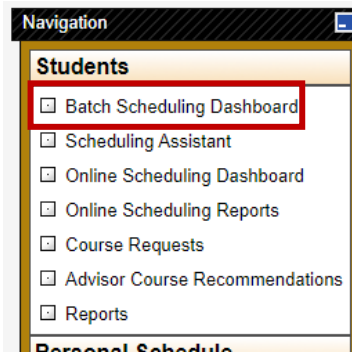


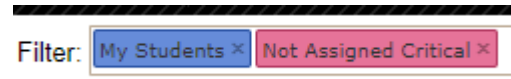
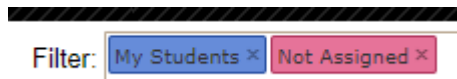
Checking on Pre-Reg Students in the Batch Scheduling Dashboard

Because batch scheduling runs nightly simulations, results may change daily. Advisors should check this regularly once simulations begin each semester.

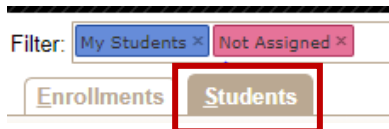
Login to [UniTime](#) and select **Batch Scheduling Dashboard**. Ensure you are in the proper term and role.



In the filter, type in **My Students, Not Assigned**. You can also select the down triangle to search additional or different criteria. Selecting **Not Assigned Critical** is another good filter search.



Select the Students tab.



Looking at this example, this student was **advised** 18 credits, **requested** 15 credits (of which 3 credits are not assigned critical), but will only receive 12 credits based on **Enrollment Credit** and also **Not Enrolled** =1.

Status	Enrollment	Not-Enrolled	Reservation	Enrollment Credit	Request Credit	Distance Conflicts	Section Requested Preferences	Advisor	Advised Credit	Missing Courses	Not-Enrolled Courses
Requests Enabled	0 / 4	1	-	0 / 12	3 / 15	-	-	10/06/2020	18	1 critical	1 critical

Click on the student and List of Classes tab to learn more information and where the issue is.



Subject	Course	Type	CRN-SectionId	Avail	Days	Start	End	Date	Room	Instructor	Requires	Credit
AD	40200	Lec	10314-001	4 / 9	T	9:30a	11:20a	01/19 - 04/27	PAO 2167	F R Sabol	10314-001	3
		Lab	10315-002	4 / 9	R	9:30a	11:20a	01/21 - 04/29	PAO 2167	F R Sabol		
Conflicts with AD 40200.												
AD	38400	Lec	63827-022	11 / 18	MW	9:30a	10:20a	01/20 - 04/28	REC 317		63827-022	3
GER	20100	Lab	29901-026	11 / 18	F	9:30a	10:20a	01/22 - 04/30	SC G046			
COM	11400	Lec	11520-402	1 / 24	M	1:30p	2:20p	01/25 - 04/26	BRNG B230		11520-402	3
		Lec	11520-402	1 / 24	W	1:30p	2:20p	01/20 - 04/28	BRNG B230		11520-402	
		Lec	11520-402	1 / 24	R	1:30p	2:20p	01/21 - 04/29	BRNG B230		11520-402	
AD	27000	Stdo	14436-001*	2 / 12	MW	2:30p	5:20p	01/20 - 04/28	FPRD 203	P A Stewart-Guinee		3
Total Credit: 12												