

## How to set the COLLECTOR for SCHEDULES

This document describes how to set a COLLECTOR for printing SCHEDULES in Banner Forms.

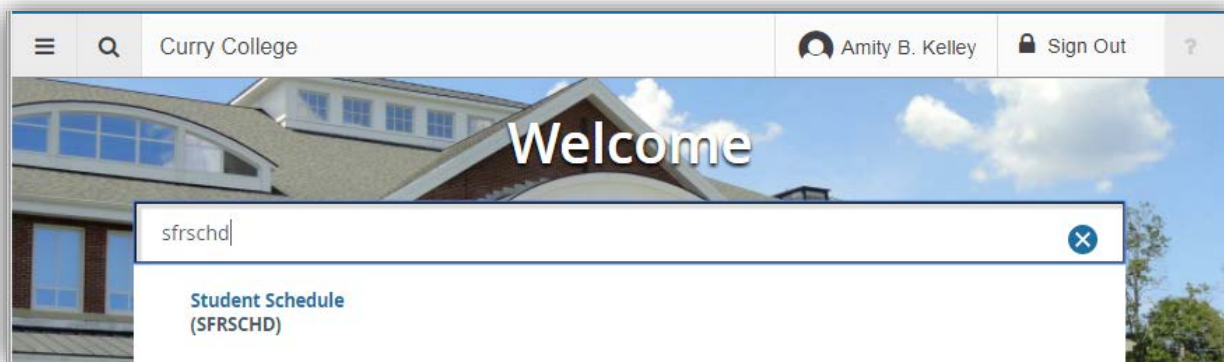
What is a Collector? Banner allows specific “reports” (such as schedules, SFRSCHD) to be written to a collector file for timed printing using the Banner “sleep/wake” routines. This allows schedule requests to be collected from people viewing schedules in the SFAREGS form for printing at a central location.

Schedules at Curry College can be printed in various ways and the collector is usually how offices, that print many schedules per day, print them. To allow attractive formatting, including a Curry Seal at the top, Curry uses software from Evisions that provides a Special Print parameter to be specified. Generally, one person per office (or one person per printer) sets a collector each day. Collectors are automatically cleared each night. The Tech Center Help Desk has the ability to remove a collector if one is set in error (x2911).

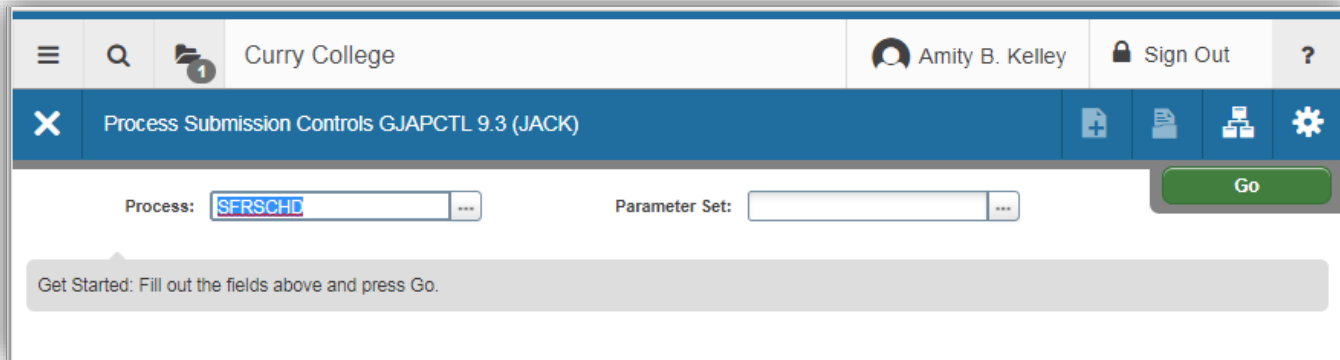
Schedules can also be printed without a collector, directly from SFRSCHD, either singly or using a popsel (Population Selection) group.

### Setting the Collector:

Type **SFRSCHD** in the search box and hit ENTER (or select it from the search box):



This brings you to GJAPCTL with **SFRSCHD** highlighted. If you already have a saved Parameter Set, enter it (or select it from under the elipses...) and click **GO** or just click **GO**.



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Now, set the **PRINTER CONTROL** section. Set “Printer” to your office printer (click the ... to see Banner printer choices) and “Special Print” to **REG** (traditional students) or **CE\_MILTON** or **CE\_PLY**.

Process: SFRSCHD Student Schedule Parameter Set:

**PRINTER CONTROL**

Printer: TECH2 ... Lines: 55

Special Print: REG Submit Time:

**PARAMETER VALUES**

Number *	Parameters	Values
01	ID Number	COLLECTOR
02	Process Term	%

If the **Parameter Set** (shown at top of screen shot above) is blank, i.e. you don't have pre-set values, you need to set each parameter value according to the chart below.

#	Parameters	Values	Comments/Reference
1	ID#	COLLECTOR	
2	Process Term	%	Enter Term Code or % for all terms
3	Start Range From Date	<i>Leave blank</i>	
4	Start Range To Date	<i>Leave blank</i>	
5	Schedule Type	%	% for all
6	Instructional Method	%	% for all
7	Address Selection Date	<i>Today's Date</i>	D will give you today's date
8	Address Hierarchy	1PR	
9	Printer	<i>Printer name</i>	Same as above Printer
10	Campus Process Ind	N	For all Campuses
11	Campus	<i>Leave blank</i>	If #11 is Y then in #12 enter Campus
12	Selection Identifier	<i>Leave blank</i>	#12,#13,&#14 Are used together
13	Application	<i>Leave blank</i>	when printing schedules for a
14	Creator ID	<i>Leave blank</i>	population selection.
15	Run in Sleep/Wake	Y	#15 & #16 used together. Enter N if #1 is not COLLECTOR
16	Sleep Interval	30	Not Used with Single ID or Pop-Sel
17	Print Long Section Title	N	
18	Print Schedule Type	N	
19	Print Instructional Method	N	
20	Print Reg Start/End Date	N	
21	Print Control Report	N	

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Here's what it will look like. Once done, click on the bottom block, where it says "Save Parameter Set as" and if it's your first time saving the set, type in a name and description (here the name "COLLECTOR" was given and the description "Setting collector for tech2").

The screenshot shows the 'Process Submission Controls GJAPCTL 9.3 (JACK)' interface. The top bar includes a search icon, 'Curry College', user 'Amity B. Kelley', and 'Sign Out'. The main header shows 'Process: SFRSCHD Student Schedule' and 'Parameter Set: COLLECTOR' with a 'Start Over' button. Below is the 'PARAMETER VALUES' table with 21 rows. The bottom section is 'SUBMISSION', featuring a 'Save Parameter Set as' checkbox, 'Name' field (COLLECTOR), 'Description' field (Setting collector for tech2), and 'Hold / Submit' radio buttons. A 'SAVE' button is in the bottom right corner.

Number *	Parameters	Values
01	ID Number	COLLECTOR
02	Process Term	%
03	Start Range From Date	
04	Start Range To Date	
05	Schedule Type (% for all)	%
06	Instructional Method (%=all)	%
07	Address Selection Date	06/30/2017
08	Address Hierarchy	1PR
09	Printer	TECH2
10	Campus Processing Indicator	N
11	Campus	
12	Selection Identifier	
13	Application Code	
14	Creator ID	
15	Run in sleep/wake mode (Y/N)	Y
16	Sleep interval	30
17	Print Long Section Title	N
18	Print Schedule Type	N
19	Print Instructional Method	N
20	Print Reg Start/End Dates	N
21	Print Control Report	N

Click **SAVE** in the lower right, and you should see two messages indicating your collector has been set.

The screenshot shows the 'Process Submission Controls GJAPCTL 9.3 (JACK)' interface after saving. The 'Process' field is 'SFRSCHD' and the 'Parameter Set' is 'COLLECTOR'. Two green success messages are displayed: 'Saving current parameter values as COLLECTOR.' and 'Log file: sfrschd\_1161101.log List file: sfrschd\_1161101.xls'.

How to see if a collector is set for a particular printer? Look at the Sleep Wake Maintenance form, **GJASWPT**, type in or select the schedule process, SFRSCHD, and the printer you use, and hit GO.

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✕

Sleep Wake Maintenance GJASWPT 9.0 (JACK)

Process: \*

SFRSCHD

...

Printer: \*

TECH2

...

Get Started: Fill out the fields above and press Go.

✕

Sleep Wake Maintenance GJASWPT 9.0 (JACK)

Process: SFRSCHD Printer: TECH2

▼ SLEEP WAKE MAINTENANCE

Continue to Run *	<input checked="" type="checkbox"/>	Last time of execution	06/30/2017 09:50:57
Abnormal Termination	N	Time of next execution	06/30/2017 09:53:27
Current cycle time (seconds)	30	Last interval count	0
Next cycle time * (seconds)	<input type="text" value="30"/>	Cumulative count	0

Next time you need to designate the collector parameters, just select the Parameter Set from the list.

✕

Job Parameter Set Rules GJRJPRM 9.0 (JACK)

ADDRETRIEVERELATEDTOOLS

▼ JOB PARAMETER SET RULE

Process *	Parameter Set *	Description *
SFRSCHD	COLLECTOR	Setting collector for tech2
SFRSCHD	MY_COLLECTOR	Schedule Collector
SFRSCHD	ORIENTATION_SCH	Schedules for Orientation
SFRSCHD	SINGLE_SCHED	Print a single schedule

1 of 1

10 Per Page

Record 1 of 4

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Now that a collector is set, how do people print schedules? From **SFAREGS**! Each day, the first time SFAREGS is accessed, the **SOADEST** form appears. Type in the printer where you want your schedules to print (and it must be one where a collector is set). Once entered, click **X** to close the form.

The screenshot shows the 'Student System Distribution Initialization SOADEST 9.3 (JACK)' form. It has a blue header bar with a close button (X), the title, and buttons for ADD, RETRIEVE, RELATED, and TOOLS. Below the header is a section titled 'DISTRIBUTION PARAMETERS' with a toolbar containing Insert, Delete, Copy, and Filter. The form contains several input fields: Schedules (with 'TECH2' entered), Enrollments, Invoices, Compliance, and Transcripts. Each field has a dropdown arrow on the right.

Enter Term and the ID (or tab over to enter the student name) and check the “Print Schedule” box. Hit **GO**.

The screenshot shows the 'Student Course Registration SFAREGS 9.3.3 (JACK)' form. It has a blue header bar with a close button (X), the title, and buttons for ADD, RETRIEVE, RELATED, and TOOLS. The form contains several input fields: Term (with '201709' entered), ID (with '@00917289' entered), Date (with '06/30/2017' entered), Holds, View Current/Active, Print Schedule (checked), and Print Bill. There is a 'Go' button in the top right corner. A 'Time Status Information' button is located below the Print Schedule checkbox. A grey bar at the bottom contains the text: 'Get Started: Fill out the fields above and press Go.'

In SFAREGS, make your schedule adjustments as needed and when you’re done and want to print the schedule, confirm the “Print Schedule” option is checked and click **SAVE**.

## How to set the COLLECTOR for SCHEDULES

Student Course Registration SFAREGS 9.3.3 (JACK)

Term: 201709 ID: @00917289 Sample, McKayla K Date: 06/30/2017 Holds: View Current/Active Curricula: ☐ Print Bill: ☐ **Print Schedule: ☒** Start Over

**Registration** Student Term Curricula Study Path Time Status

**ENROLLMENT INFORMATION** Insert Delete Copy Filter

Status \*  Eligible to Register Status Date 05/01/2017 Minimum \*  Source ASTD  
Reason  Maximum \*  Source ASTD  
Process Block ☐ Acceptance ☐ Confirmed ☒ None ☐ Accepted

**COURSE INFORMATION** Insert Delete Copy Filter

Section Detail

CRN	Subject *	Course *	Section *	Grade Mode *	Credit Hours *	Bill Hours *	Attempted Hours	Time Status Hours	Status *	Level *	Appr Recd	Override	Part of Ten
73003	PSY	2500	1	N	3.000	3.000	3.000	3.000	RE	01	<input type="checkbox"/>		1

Error Flag   
Status Type

Record 1 of 1

**ENROLLMENT TOTALS** Insert Delete Copy Filter

Fees \*  Date 05/22/2017  
Credit Hours  Bill Hours   
CEU Hours

SAVE

EDIT Record: 1/1 SFBETRM.SFBETRM\_ESTS\_CODE [1] ellucian

The final step to Print is to hit SAVE again, use F10 if the SAVE button does not work.

Student Course Registration SFAREGS 9.3.3 (JACK)

Term: 201709 ID: @00917289 Holds: View Current/Active Curricula: ☐ Print Bill: ☒ 2

**Registration** Student Term Curricula Study Path Time Status

**ENROLLMENT INFORMATION** Insert Delete Copy Filter

Status \*  Eligible to Register Status Date 05/01/2017 Minimum \*  Source ASTD  
Reason  Maximum \*  Source ASTD  
Process Block ☐ Acceptance ☐ Confirmed ☒ None ☐ Accepted

**COURSE INFORMATION** Insert Delete Copy Filter

Section Detail

CRN	Subject *	Course *	Section *	Grade Mode *	Credit Hours *	Bill Hours *	Attempted Hours	Time Status Hours	Status *	Level *	Appr Recd	Override	Part of Ten
73003	PSY	2500	1	N	3.000	3.000	3.000	3.000	RE	01	<input type="checkbox"/>		1

Error Flag   
Status Type

Record 1 of 1

**ENROLLMENT TOTALS** Insert Delete Copy Filter

Fees \*  Date 05/22/2017  
Credit Hours  Bill Hours   
CEU Hours

SAVE

EDIT Record: 1/1 KEY\_BLOCK.PRINT\_BILL [1] ellucian

Get Started: Fill out the fields above and press Go.

Fee Assessment processed.  
Student registered. Press save to submit print jobs, rollback to return to ID.

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### **Note for Population Selections:**

When using the collector to print schedules for a whole population selection, enter the population selection identifier in #12, Selection Identifier, and Application Code such as CE, and a Creator ID such as MASTER or whoever owns the selection.

### **Go to form, SFAREGS:**

The first time you enter into this form, it will bring you to **SOADEST**, Distribution Initialization Information Form. This form wants you to enter the PRINTER NAME where you want the SCHEDULES to print. Enter the same Printer name that was entered in GJAPCTL/SFRSCHD when the COLLECTOR was set up.

In **SFAREGS** change or update information, then click SAVE three times to submit the Schedule for Printing.

Use **SOADEST** to change the Printer Destination to another Printer name that has a COLLECTOR already set.

To check what COLLECTOR is set up, go to form **GJASWPT**. **GJASWPT** is also the form to KILL a running COLLECTOR....or....Using SQL you can kill the collector by deleting from **GJRSWPT** (or CWIS 223).

# How to set the COLLECTOR for SCHEDULES

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## Some Facts about COLLECTORS:

1. The person who sets the Collector needs access to FORMFUSION\_SERVER in Banner Forms otherwise an error is generated in the sfrschd log.
2. Only one collector is needed per printer - for all users using a particular printer. Only one Collector needs to be set for each printer, for all users. If a Collector is set twice, it causes problems. Help Desk uses CWIS report 223 to delete a Collector. The Collectors are cleaned up each night so a collector needs to be reset each day. Query all current Collectors with:

```
select * from GJRSWPT where GJRSWPT_PROCESS='SFRSCHD';
```

3. If a Collector is set, but **SOADEST** was not filled with the appropriate printer, nothing will print.
4. **SOADEST** is called the first time users enter into SFAREGS each day. The user enters the PRINTER NAME for Schedules, then EXITs. This determines which printer will be used to print Schedules.
5. Users can change the printer for Schedules on **SOADEST**, through Direct Access.
6. Schedules submitted through **SFAREGS** before COLLECTOR is set up will wait in the queue until the COLLECTOR is set.
7. COLLECTORS get killed nightly or during the day if the network or server shuts down.
8. View the Collector in Banner forms via **GJASWPT**. The COLLECTOR can be killed manually in **GJASWPT** by entering an N in the CONTINUE TO RUN field.
9. Problems occur when a new COLLECTOR is started for the same printer that already has a COLLECTOR running. One COLLECTOR will be shut down. Also, schedules in the queue will not print until another Schedule is sent to the printer.
10. If the Process Term does not include the Term of the desired schedule, nothing will print out. User should delete the collector and set it again with the right term or % (with the right dates).

## Stop printing a batch of schedules

Occasionally an office like Advising will switch from printing individual schedules by Collector to printing a large batch via pop-sel. Changing the parameters can cause errors and occasionally a print batch is printing that they want to stop.

Access CUPS to see if you can stop the printer:

[http://192.168.1.14:631/printers/Tech1?which\\_jobs=completed](http://192.168.1.14:631/printers/Tech1?which_jobs=completed)

If you need to login, it is the banner root user and password.

Select the printer and attempt to kill print jobs, if that doesn't work, click the button to reject jobs. Once all the jobs are gone, the users may need to unplug the printer, wait a couple of minutes, and plug-in, then you can make sure the printer is started and accepting jobs.

Another method for cancelling print jobs running from Banner is to login to banner as root and issue the following command (where the last item is the printer name, tech2 in the example).

lprm -P tech2 -



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### Viewing SFRSCHD jobs on the Linux server:

Login to the **banner** server as the **banjobs\_*sid*** user (where *sid* is the database such as prod, regi, etc.).

List all the Schedule jobs with: **ls -la sfrschd\***

See the actual schedules with: **ls -la SFRSCHD\***

Several files associated with each SFRSCHD process are here:

```
-rw----- 1 banjobs_regi dba 28 Apr 3 09:25 sfrschd_678616.in
-rw-rw-rw- 1 banjobs_regi dba 886 Apr 3 09:25 sfrschd_678616.lis
-rw-rw-rw- 1 banjobs_regi dba 530 Apr 3 09:33 sfrschd_678616.log
-rw----- 1 banjobs_regi dba 178 Apr 3 09:25 sfrschd_678616.shl
```

The **.in** file just shows the userid and password of the person who ran the collector and the 6-digit identifier (such as 678616 in this example).

The **.lis** file shows all the Control Report information if Y was selected for Control Report. Review this for accuracy if a problem was encountered.

The **.log** file shows all the log entries associated with setting the collector and printing schedules. Look here for an error if the Collector doesn't seem to be working. The schedule entries look like:

**17 lines written to /usr/sct/banner/regi/banjobs/SFRSCHD123,165,000.lis**

To see the actual schedule that was printed, refer to the file named in the log:

**SFRSCHD123,165,000.lis**

The **.shl** file shows some Evisions stuff.