



RCS CHRONICLES

APRIL 2007

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GREENBAR TRAINING

The moment you've all been waiting for is here. **Spring 2008 Greenbars are now available on our website!** Please follow the link for "Spring 2008 Greenbar/Excel Spreadsheets." There, you will also find a complete Instruction Packet. Though instructions are provided, we encourage everyone to attend Greenbar Training. Greenbar Training Sessions have been scheduled for all levels of experience. Whether you need a refresher or feel you have some great ideas to contribute to the process, you may attend any or all sessions. Please call us to sign up.

Some important things to remember when submitting Greenbars: No hard copies will be accepted. Please submit them as attachments or on floppy disk ONLY. If you have any questions, do not hesitate to call us. Please also remember that the deadline to submit Spring 2008 Tier One Greenbars is MAY 21st. The deadline for Spring 2008 regular Greenbars is June 11th.

ONE FINAL NOTE: In an effort to make the Greenbar process as easy as possible for Academic Departments, Employee Identification numbers will no longer be included on the Greenbars. Because we have a year's worth of EID information that will roll from one like semester to another, it will be easier for departments to change EIDs through the WebRoster program. More information will be provided at the Training Sessions.

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GREENBAR DUE DATES

081 Tier Ones: MAY 21st

081 Regular: JUNE 11th

RCS STAFF:

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Scheduling

Marilyn Nichols
Office Specialist, Sr.

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Yvette Herrera

Kara Higa

Alex Koik-Cestone

Keri Ossanna

Rachel Prince

Arlene Rodriguez

Danielle Rodriguez

Chris Ryan

Denielle Swartz

Tanya Valladares

TRAINING SCHEDULE

BEGINNING:	Monday, April 23rd 2:00pm-4:00pm	EDUC 308
INTERMEDIATE:	Tuesday, April 24th 2:00pm-4:00pm	CHEM 209
ADVANCED:	Friday, April 27th 2:00pm-4:00pm	PSYCH 306

COMMENTS ERRORS

Quite a few formatting errors have been found in comment files submitted for 072, 073, and 074. Please read the instructions carefully! The format must follow the template EXACTLY or the comments will not show up on the Schedule of Classes. The SECT comments seem to have the most formatting problems.

Let's use an example to clarify. MUS 550 001 has a comment, "Learning Theories," and it is a lecture. Please pay close attention to the activity type and section number. This MUST be included in the right-hand "Comment" column along with the course number. The "Comment" column must look like this:

SECT	MUS 550	001	550 LEC 1: "Learning Theories"
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We've received some files that include ALL comments for the semester in one table. This causes a duplicate comment error. Please submit only NEW comments. Remember also to include the semester code in the file name, so they can be saved in the proper folder without being opened. One more big reminder...Do not submit 081 Tier One comments until after the section numbers have been reassigned. You will receive an email from Fernando when this is done.

081 Tier One Comments must be submitted only after section numbers are reassigned by RCS

DATES TO REMEMBER:

APRIL 19, 2007

Screen 131 Training

Thursday, 2:00pm-3:00pm

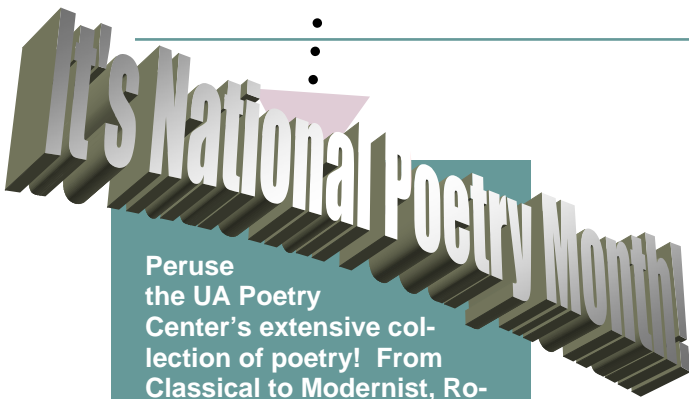
Call RCS at 621-3313 to sign up!

MAY 12, 2007

Spring Commencement/Graduation

MAY 14, 2007

Pre-Session Begins

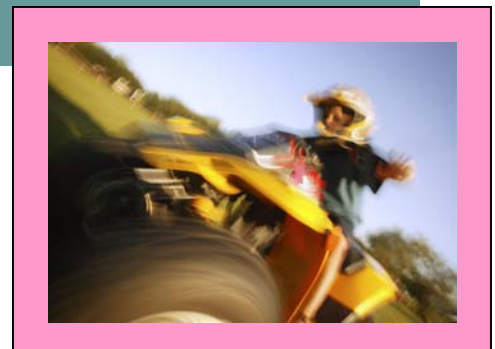


Peruse the UA Poetry Center's extensive collection of poetry! From Classical to Modernist, Romantic to Surrealist, it's all there for you! They even have films made by or about the great Beat poets like Allen Ginsberg and William S. Burroughs.

The Poetry Center is open Mon.-Thurs. 9am-8pm, Fri. 9am-5pm, and Sat. 1pm-4pm on the SE corner of 1st St. and Cherry.

MEET MARY

Mary Garcia came to RCS in August of last year, putting her well on her way to pro-student-worker status. She left Yuma for the greener pastures of the UofA to study Pre-Physiology with a minor in Spanish. When she gets the chance, Mary loves to ride quads, especially in the sand dunes near her hometown. Warm and bright, just like her favorite color pink, Mary says she likes working at RCS because the student workers all have such unique personalities. There's never a dull moment!



Questions? Comments? We welcome your feedback!

Please contact us at 621-3313 or
RCSChronicles@listserv.arizona.edu

