Instructional Activity File

2007-2008

(As of August 20, 2007)
MEMORANDUM

DATE: September 25, 2007

TO: Institutional Data Administrators

FROM: Ramon Padilla, Jr., Director

SUBJECT: 2007-2008 Instructional Activity File Edit Software V2

The IAF Edit software has been corrected to assign Field ID 105 to Country of Instruction (01109) instead of Field ID 160. The format of the records written to the Correcting Entry File was also corrected.

The IAF Update software was updated to accept updates to the Country of Instruction field.

The summer term is due October 2, 2007. Submission forms should be e-mailed to SUS-Submissions@flbog.org or faxed to 850-245-0419 (SUNCOM 205-0419).

If you have questions concerning the Instructional Activity File software or documentation, please call Sarah Graham or Elsa Leslie at 850-245-0418 (SUNCOM 205-0418).

cc: BOG Data Committee
MEMORANDUM

DATE: August 20, 2007

TO: Institutional Data Administrators

FROM: Ramon Padilla, Jr., Director

SUBJECT: 2007-2008 Instructional Activity File Software Release

The software and documentation have been released for the 2007/2008 Instructional Activity File. The summer term is due October 2, 2007.

01109 – Country of Instruction

A new element, Country of Instruction (01109), has been added to the IAF file in columns 24-25 to indicate the country in which the instruction is delivered. A critical error will be produced if this value is missing or invalid, if coded ‘ZZ’ and Instructional Delivery Indicator is not equal to ‘A’, or if records coded ‘ZZ’ are greater than the 10% tolerance. If Instructional Delivery Indicator is ‘A’ (Asynchronous) then enter a code of ‘ZZ’. Otherwise, enter the country code where the majority of synchronous instruction occurs.

Updated Documentation can be found at:
Updated Data elements can be found at:

Submission forms should be e-mailed to SUS-Submissions@flbog.org or faxed to 850-245-0419 (SUNCOM 205-0419).

If you have questions concerning the Instructional Activity File software or documentation, please call Sarah Graham or Elsa Leslie at 850-245-0418 (SUNCOM 205-0418).

cc: BOG Data Committee
<table>
<thead>
<tr>
<th>CONTENTS</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEMO ....................................................</td>
<td>0</td>
</tr>
<tr>
<td>DATA BASE INFORMATION ...........................</td>
<td>1</td>
</tr>
<tr>
<td>Database Name ......................................</td>
<td>1</td>
</tr>
<tr>
<td>Definition ..........................................</td>
<td>1</td>
</tr>
<tr>
<td>Purpose .............................................</td>
<td>1</td>
</tr>
<tr>
<td>Supportive Information ..........................</td>
<td>1</td>
</tr>
<tr>
<td>Instructional Activity ..........................</td>
<td>1</td>
</tr>
<tr>
<td>Variable Credit Flag ............................</td>
<td>2</td>
</tr>
<tr>
<td>Unscheduled Meeting Time Flag ...............</td>
<td>3</td>
</tr>
<tr>
<td>Data Dictionary Items ............................</td>
<td>4</td>
</tr>
<tr>
<td>Data Elements ......................................</td>
<td>4</td>
</tr>
<tr>
<td>SUBMISSION PROCEDURE ............................</td>
<td>1</td>
</tr>
<tr>
<td>Submission Due Dates .............................</td>
<td>1</td>
</tr>
<tr>
<td>Interactive Submission Form ....................</td>
<td>2</td>
</tr>
<tr>
<td>TECHNICAL INFORMATION ...........................</td>
<td>3</td>
</tr>
<tr>
<td>System Overview ....................................</td>
<td>3</td>
</tr>
<tr>
<td>System Flowchart ..................................</td>
<td>5</td>
</tr>
<tr>
<td>Data Center Information ........................</td>
<td>7</td>
</tr>
<tr>
<td>Edit Procedure (SUSIAFED) ......................</td>
<td>9</td>
</tr>
<tr>
<td>Flowchart ..........................................</td>
<td>10</td>
</tr>
<tr>
<td>Procedure and Program Descriptions ..........</td>
<td>11</td>
</tr>
<tr>
<td>Library Members Referenced ....................</td>
<td>12</td>
</tr>
<tr>
<td>File and Report Descriptions ..................</td>
<td>12</td>
</tr>
<tr>
<td>Diagnostic Level Definition ....................</td>
<td>14</td>
</tr>
<tr>
<td>Edit Criteria .......................................</td>
<td>16</td>
</tr>
<tr>
<td>Procedure Execution Instructions .............</td>
<td>24</td>
</tr>
<tr>
<td>Sample JCL ..........................................</td>
<td>24</td>
</tr>
<tr>
<td>Control and Override Card Formats ............</td>
<td>25</td>
</tr>
<tr>
<td>Complete Procedure Listing ....................</td>
<td>28</td>
</tr>
<tr>
<td>Sample Reports .....................................</td>
<td>30</td>
</tr>
<tr>
<td>Update Procedure (SUSIAFUP) ....................</td>
<td>37</td>
</tr>
<tr>
<td>Flowchart ..........................................</td>
<td>37</td>
</tr>
<tr>
<td>Procedure and Program Descriptions ..........</td>
<td>38</td>
</tr>
<tr>
<td>Library Members Referenced ....................</td>
<td>38</td>
</tr>
<tr>
<td>File and Report Descriptions ..................</td>
<td>39</td>
</tr>
<tr>
<td>Procedure Execution Instructions .............</td>
<td>40</td>
</tr>
<tr>
<td>Control and Override Card Formats ............</td>
<td>41</td>
</tr>
<tr>
<td>Complete Procedure Listing ....................</td>
<td>42</td>
</tr>
<tr>
<td>Sample Reports .....................................</td>
<td>44</td>
</tr>
<tr>
<td>Merge Procedure (SUSIAFMG) .....................</td>
<td>51</td>
</tr>
<tr>
<td>Flowchart ..........................................</td>
<td>51</td>
</tr>
</tbody>
</table>
# BOG/IRM Support Programs
## Instructional Activity File

<table>
<thead>
<tr>
<th>CONTENTS</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procedure and Program Descriptions</td>
<td>52</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>52</td>
</tr>
<tr>
<td>File and Report Descriptions</td>
<td>52</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>54</td>
</tr>
<tr>
<td>Transaction Layouts</td>
<td>54</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>55</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>57</td>
</tr>
<tr>
<td>Submission Procedure (SUSIAFSB)</td>
<td>61</td>
</tr>
<tr>
<td>Flowchart</td>
<td>61</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>62</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>62</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>63</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>64</td>
</tr>
<tr>
<td>Class Meeting Size Report (SUSIAFS1)</td>
<td>69</td>
</tr>
<tr>
<td>Flowchart</td>
<td>69</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>70</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>70</td>
</tr>
<tr>
<td>File and Report Descriptions</td>
<td>70</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>71</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>71</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>72</td>
</tr>
<tr>
<td>Concurrent Course Report (SUSIAFS2)</td>
<td>74</td>
</tr>
<tr>
<td>Flowchart</td>
<td>74</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>75</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>75</td>
</tr>
<tr>
<td>File and Report Descriptions</td>
<td>75</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>76</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>77</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>78</td>
</tr>
<tr>
<td>Common Course Numbering Report (SUSIAFS3)</td>
<td>83</td>
</tr>
<tr>
<td>Flowchart</td>
<td>83</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>84</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>84</td>
</tr>
<tr>
<td>File and Report Descriptions</td>
<td>84</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>85</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>86</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>87</td>
</tr>
<tr>
<td>Valid Room/Site Location Edit (SUSIAFS4)</td>
<td>91</td>
</tr>
<tr>
<td>Flowchart</td>
<td>91</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>92</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>92</td>
</tr>
<tr>
<td>File and Report Descriptions</td>
<td>92</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>93</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>94</td>
</tr>
<tr>
<td>Topic</td>
<td>Page</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>95</td>
</tr>
<tr>
<td>Classroom Utilization Report (SUSIAFS5)</td>
<td>97</td>
</tr>
<tr>
<td>Flowchart</td>
<td>97</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>98</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>99</td>
</tr>
<tr>
<td>File and Report Descriptions</td>
<td>100</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>100</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>103</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>105</td>
</tr>
<tr>
<td>Enrollment by Course Report (SUSIAFS6)</td>
<td>113</td>
</tr>
<tr>
<td>Flowchart</td>
<td>113</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>114</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>114</td>
</tr>
<tr>
<td>File and Report Descriptions</td>
<td>114</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>115</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>115</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>116</td>
</tr>
<tr>
<td>Enrollment Reports (SUSENRCS)</td>
<td>118</td>
</tr>
<tr>
<td>Flowchart</td>
<td>119</td>
</tr>
<tr>
<td>Procedure and Program Descriptions</td>
<td>120</td>
</tr>
<tr>
<td>Library Members Referenced</td>
<td>121</td>
</tr>
<tr>
<td>Transaction Layouts</td>
<td>123</td>
</tr>
<tr>
<td>Procedure Execution Instructions</td>
<td>121</td>
</tr>
<tr>
<td>Complete Procedure Listing</td>
<td>126</td>
</tr>
<tr>
<td>Sample Reports</td>
<td>129</td>
</tr>
<tr>
<td>FILE INFORMATION</td>
<td>132</td>
</tr>
<tr>
<td>Instructional Activity File</td>
<td>133</td>
</tr>
<tr>
<td>Summary Course Section File</td>
<td>136</td>
</tr>
<tr>
<td>Rooms Subfile</td>
<td>138</td>
</tr>
<tr>
<td>Room Use Change File</td>
<td>140</td>
</tr>
<tr>
<td>Data Elements</td>
<td>142</td>
</tr>
</tbody>
</table>
DATA BASE INFORMATION

Database Name

INSTRUCTIONAL ACTIVITY FILE

Definition
This collection of data consists of an inventory of Instructional Resources at the course section level. Each record on this file contains information about the course and section.

Purpose
The purpose of this file is to collect information from the institutions within the SUS on courses at a course section level. This information will be used in the academic resources database.

Supportive Information
This file must contain all instruction at the university and should reflect a different aggregation of data than that reported in the Student Data Course File. The data is utilized to support analyses in the areas of class sizes, contact hours for scheduled instruction, academic space utilization, program review, accessibility and productivity, as well as evaluation of alternate funding techniques involving level of students and level of courses.

Actual Section Instruction Hours - Contact Hours (01113) is used to measure the instruction workload in hours. Actual Section Instruction Hours (01113) should reflect:

1) The actual number of clock hours the section meets per week,
or
2) The contact hour equivalencies as defined by CM-87-17 and listed below.

WEIGHTS – Weights to be utilized in establishing equivalencies of Instructional Activities to Classroom Contact Hours (Other than Scheduled Teaching). All weights given are maximums. Within these limits actual weights are to be established according to the policies of the individual institution.

Instructional Activity

1. Classroom Instruction
Actual contact hours. Additional weights may be assigned to Classroom Instruction Activities that involve abnormal requirements for preparation, conduct of classes, evaluation of student progress, etc. The additional weight must be documented as part of the faculty member's activity report.

8/20/2007
2. Thesis/Dissertation Supervision
Contact Hour Equivalencies are assigned at a maximum of one contact hour for each student enrolled for thesis or dissertation. Only the chair of the supervisory committee will ordinarily be given maximum credit; other committee members will usually be given Contact Hour Equivalencies at the rate of one-third that accorded the chair. Justification for higher rates will be documented as part of the faculty member's activity report.

3. Directed Individual Studies
Contact Hour Equivalencies are assigned at a maximum of 0.5 contact hours for each student enrolled for credit.

4. Supervision of Student Interns
Contact Hour Equivalencies are assigned at a maximum of 0.8 contact hours for each intern supervised for credit.

5. Supervision of Cooperative Education Students
Contact Hour Equivalencies are assigned at a maximum of 0.8 contact hours for each cooperative education student supervised.

6. Supervision of Graduate Students Registered for Supervised Teaching/Research
Contact Hour Equivalencies are assigned at a maximum of 0.5 contact hours for each graduate student enrolled for credit.

7. Specific Exceptions
Music Performance courses (which have a P in the course number, e.g. MVK 3323P001) are offered in two hour courses. For two hour courses, 0.5 contact hours per student is given; but for four hour courses, 1.0 contact hours per student is given. (UWF)

Internships and Practicums in some departments, currently Psychology and Nursing, have a lecture period each week in addition to the weekly internship supervision. These classes are usually limited to fewer than 10 students. 1.6 contact hours per student is given in these classes. (UWF)

Individual Studio Music sessions at USF are given 0.7 contact hours per student.

**Variable Credit Flag**
Regardless of any other section of the same course, if the credit value for this section is fixed for each enrollee, this section should be indicated as fixed in 'Variable Credit Flag' (01114) and must have a Credit Hour Value reported in 'Course Credit Hours' (01128). Where individual enrollees in a particular section may be registered for differing credit
values, 'Variable Credit Flag' (01114) should indicate 'Variable' and 'Course Credit Hours' (01128) must reflect '000'.

**Unscheduled Meeting Time Flag**

The use of the unscheduled meeting time flag (01197) determines whether or not the following fields will be edited:

01123 DAYS OF CLASS MEETING
01130 BUILDING NUMBER
01131 ROOM
01120 BEGINNING TIME OF COURSE SECTION
01121 ENDING TIME OF COURSE SECTION
01127 COURSE SECTION LOCATION - COUNTY

If the unscheduled meeting time flag (01197) indicates this section does not utilize instructional space, all of the above fields are omitted from the edit check.
Data Dictionary Items

* NOTE: * Additional detail concerning data dictionary items may be found in the File Information section *

Data Elements

<table>
<thead>
<tr>
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<th>Number</th>
</tr>
</thead>
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</tr>
<tr>
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</tr>
<tr>
<td>SECTION ENROLLMENT FOR CREDIT</td>
<td>01124</td>
</tr>
<tr>
<td>COURSE SECTION LOCATION - COUNTY</td>
<td>01127</td>
</tr>
<tr>
<td>COURSE CREDIT HOURS</td>
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</tr>
<tr>
<td>BUILDING NUMBER</td>
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</tr>
<tr>
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</tr>
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</tr>
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</tr>
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</tr>
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</tr>
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</tr>
<tr>
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The following elements are program generated using data supplied by the SDCF Course Summary File update to the IAF.

<table>
<thead>
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<tr>
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<tr>
<td>FUNDABLE GRADUATE LEVEL SCH’S GENERATED BY DOCTORAL STUDENTS</td>
<td>01529</td>
</tr>
<tr>
<td>COUNTRY OF INSTRUCTION</td>
<td>01109</td>
</tr>
</tbody>
</table>
1. The institution prepares a data file using appropriate software and procedures.

2. The edit procedure is executed by the submitting institution, following the instructions in the Technical section of this document. The file that is certified to the Board of Governors should contain no 9-level diagnostics. The final execution of the edit program should be run with the following options:

   a) The controls (either control card or parms field) should be set allowing all records to be written to the good file out (set the control card or parms field to indicate that the maximum level of errors to write out to the good file is "9").

   b) The controls (either control card or parms) and the JCL should be set up to write out and catalog a good file out (set the indicator to yes for the good file out).

A copy of the good output file from this execution will be the file submitted to the BOG/IRM. For those institutions that use Northwest Regional Data Center the name is standard. For institutions using Northeast or Central Florida Regional Data Center the security attributes must ensure IRM access and prohibit unauthorized access.

3. IRM is notified in writing that their copy of the data file is available at the institution's host data center. The submission must include:

   The 'SUS Data File Submission Form' must be completed. A sample of this form is provided on page 3 of this section. The president or the Institutional Data Administrator, as representing the position of the institution for the term reported, must certify the file.

4. When IRM receives written notice that a copy of the data file is available, it is transmitted to NWRDC (if required), and is then edited by the IRM office. If IRM is unable to edit the file because of inaccessibility, I/O errors, or incorrect attributes, the submitting institution is notified in writing that the file is unacceptable. Problems with the file must be corrected and the submission process repeated.

7/13/2006
5. The output from the IRM edit is evaluated by the IRM Data Administrator. The Institutional Data Administrator is notified in writing whether the file has been accepted or rejected, based on the critical 9-level diagnostics, analysis of the summaries provided with the edit report and any additional required reports (see item 3).

Provisional acceptance may require the resubmission of a corrected data file, following the same procedures as for the original submission. Rejection of a file always makes necessary the resubmission of a corrected data file.

6. When all files for the reported term are accepted, a master file is made available at both NWRDC and NERDC, using standard naming conventions.

7. Upon receipt of notification of acceptance or rejection of the data file, the copy of NWRDC file will be disposed of by the IRM office. Files at the CNS/NERDC are the responsibility of the institution.

All correspondence should be addressed to:

Director of Information Resource Management
Board of Governors, State University System of Florida
325 West Gaines Street, Suite 1614
Tallahassee, FL 32399-0400
FAX 850-245-0419 or (Suncom) 205-0419

Interactive Submission Form

Use the link above to open an Adobe Acrobat form that is designed for easy typing entry. Simply print the document after typing in the fields and sign before faxing. The document may be printed without typing, then write in the information and sign before faxing.
TECHNICAL INFORMATION

System Overview

1. SUSIAFUP -- Update Procedure

   This procedure provides the user with the capability of making limited modifications to data contained on the Instructional Activity File. The procedure contains sort programs to sort the IAF file and the update transactions before executing the update program IAFUPyr.

2. SUSIAFED -- Edit Procedure

   This procedure executes an external sort program and the Instructional Activity File edit program (IAFEDyr). The sort program is used to insure that the file is in the proper order. The edit program is then executed to insure that the input IAF file meets the prescribed edit criteria. In addition to the edited IAF file, the procedure also generates a detailed error listing, frequency count report and summary report to facilitate institutional and IRM monitoring.

3. SUSIAFMG -- Merge Procedure

   This procedure executes two sort programs to insure that both the Instructional Activity File and the Summary Course File are in order. The procedure then executes IAFMgyr which merges the Summary Course File with the IAF file to generate student credit hour fields and the primary course section type.

4. SUSIAFS1 -- Class Meeting Size Report Procedure

   This procedure executes program IAFS1yr to produce a report of average class meeting size within campus, course budget entity, discipline, course level, and course section type.

5. SUSIAFS2 -- Concurrent Class Report Procedure

   This procedure executes programs IAFS2yrA and IAFS2yrB which produce the reports Classes with Concurrent Meeting Times and Classes with Overlapping Meeting Times.

6. SUSIAFS3 -- Common Course Numbering Discrepancy Report

   This procedure compares the courses listed on the Instructional Activity File (IAF) with those listed on the Statewide Course Numbering System (SCNS) file. A report of courses found on the IAF which do not have matching entries on the SCNS is produced. Summary reports of the number of non-matching courses by level and total courses on the IAF by level are also produced.
7. SUSIAFS4 -- Room Validation Procedure
   This procedure compares the room locations contained in class segments of the
   Instructional Activity File with those on the Physical Facilities File and creates a
   report listing any discrepancies which are found.

8. SUSIAFS5 -- Utilization Reports Procedure
   This procedure compares the room locations contained in class segments of the
   Instructional Activity File with those on the Physical Facilities File and creates
   the following reports:
   a) Room Schedule Utilization listing the number and percentages of classrooms
      and laboratories in use during each hour of the day.
   b) Instructional Space Utilization by room type, campus, building and room.
   c) Rooms reported on the Instructional Activity File but not on the Space File.

9. SUSIAFS6 -- Report of Instructional Activity Procedure
   This procedure produces a report of total student enrollment by course prefix
   and by university. All records on the IAF are utilized in generating this report.

10. SUSENRCS / SUSSDCS2 -- Enrollment Summary Reports
    These programs generate enrollment reports summarizing fundable and non-
    fundable student credit hours by budget entity and/or campus, or neither.
System Flowchart

BoG/IRM Support Programs
Instructional Activity File

- Univ IAF File
- SUSIAFED: Edit IAF File (preliminary)
- SUSIAFUP: Update IAF file
- Errors?
- No
- SUSIAFMG: Merge with SDCF
- Summary Course File (from SDCF system)
- Yes
- SDCF
- IAF
- Yes
- No
- To SDCF System
- SUSIAFED: Edit IAF file (final)

A
B
Data Center Information

CNS/NERDC
Procedure library is: SUS.PROCLIB
Procedure source library is: BOR.IEP.SOURCE
Program link library is: BOR.LINKLIB
Program source library is: BOR.PROD.SOURCE

NWRDC
Procedure library is: BOR.PROCLIB
Procedure source library is: BOR.IEP.SOURCE
Program link library is: BOR.LINKLIB
Program source library is: BOR.PROD.SOURCE
Edit Procedure (SUSIAFED)

This procedure executes an external sort program and the Instructional Activity File edit program (IAFEDyr). The sort program is used to insure that the file is in the proper order. The edit program is then executed to insure that the input IAF file meets the prescribed edit criteria. In addition to the edited IAF file, the procedure also generates a detailed error listing, frequency count report and summary report to facilitate institutional and IRM monitoring.
Flowchart

1. Input IAF File
2. Sort parameters
3. Execute SORT program
4. Sorted IAF File
5. Complete Statistics
6. Control card and diagnostic overrides
7. Execute IAF edit program IAFEDYr
8. Previous Diagnostic error file <
9. Rejected record file
10. Edited IAF file
11. IAF enrollment reporting subfile
12. Correcting entry file
13. Diagnostic error file <
14. System message log
15. Program completion statistics
16. Diagnostic summaries and detailed err rpts
Procedure and Program Descriptions

SORT

Program SORT is an IBM supplied utility program. The sequence used to sort the IAF file is ascending Course ID.

IAFEDyr

IAFEDyr is a COBOL program that provides two (2) reports to allow the user to monitor the validity of data contained on the Instructional Activity File. A control card is used to select the output files which the user has chosen to generate. Once the control card is determined to be valid, editing of the individual data fields is performed according to the prescribed edit criteria. The user should note that special consideration should be given to the coding of multiple occurrences of the Meeting Time segment. When UMT Flag is specified as "T", edits are performed on Type of Course Section and Course Section Location - Campus only. These edits are performed for each occurrence with a UMT Flag of "T". When Unscheduled Meeting Time Flag is specified as "X" or "N", all fields within Meeting Time are edited individually. If the user chooses to edit only the first occurrence of the Meeting Time segment, Unscheduled Meeting Time Flag should be coded for the first occurrence only and left blank for all subsequent occurrences. All other data within the segment may be coded but will not be edited.

When the edit program detects an error, a description of the error is generated for reference by the user. Included in this error description are the file sequence elements (Common Course Prefix, Common Course Number, Common Course Outside Indicator, Course Section Number and Institutional Outside Indicator), the name of the data element containing the error, the type of problem encountered, the field number, the diagnostic level, the data in the field, the number of the diagnostic, the length of the field and space in which to code the correct value.

In addition to the detailed error listing, IAFEDyr generates a listing of error tabulations, and field frequency counts for the current term and for a previous term as well as the differences in these totals reported for this term and the previous term.
Library Members Referenced

The Procedure Name is SUSIAFED
The Procedure Sort Source Member is IAFSRT1
The Edit Program Name is IAFEDyr
The Control Card Name is IAFCTLCD

File and Report Descriptions

IAFEDyr

Input Files

IAFIN  Instructional Activity File
Fixed Format
Contains 440 characters.

CTLCARD  Control Card File
Fixed Format
Contains 80 characters.

DIAGPREV  Prior Submission Diagnostic Data File
Fixed Format
Contains 144 characters.

Output Files

IAFGOOD  Instructional Activity File Good Output File
Fixed Format
Contains 440 characters, optional

Contains all records from the input IAF File which have generated errors with diagnostic levels less than or equal to the value supplied on the control card.

IAFBAD  Instructional Activity File Good Output File
Fixed Format
Contains 440 characters, optional

8/20/2007
Contains all records from the input IAF File, which have generated errors with diagnostic levels greater than the value supplied on the control card.

**FIXFILE**  Correcting Entry File  
Fixed Format  
Contains 80 characters, optional

**ENRLFILE**  IAF Enrollment reporting Subfile  
Fixed Format  
Contains 80 characters, optional

**DIAGFILE**  Diagnostic Error Subfile  
Fixed Format  
Contains 144 characters, optional

**Reports**

**SYSOUT**  Sort Program Completion Statistics  
Fixed Format  
Contains 132 characters

**STATRPT**  Edit Completion Statistics / Control Card Summary  
Fixed Format  
Contains 132 characters

**DETRPT**  Edit Error Detail Report / Diagnostic Summaries  
Fixed Format  
Contains 132 characters
Diagnostic Level Definition

All diagnostics, both those referencing errors and frequency counts have been assigned a diagnostic level between 0 and 9 indicating the severity of the error.

<table>
<thead>
<tr>
<th>Diagnostic Level</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Indicates a frequency distribution; not an indication of an error.</td>
</tr>
<tr>
<td>1</td>
<td>Indicates a situation in which data has been generated in a particular field by the edit program.</td>
</tr>
<tr>
<td>5</td>
<td>Indicates a possible error has been detected and the data should be checked.</td>
</tr>
<tr>
<td>8</td>
<td>Indicates an error has been detected on an element that has an allowable tolerance. A 9-level critical error will be generated if the error occurs at a rate above the allowable level.</td>
</tr>
<tr>
<td>9</td>
<td>Indicates a critical error has been detected that will make the file unacceptable.</td>
</tr>
</tbody>
</table>
Edit Criteria

000 01452 BOG Key - Instructional Activity
   The set of values that make the record unique.

010 01045 BOG Reporting Institution
   The university within the SUS reporting this information
   516 FORCED AGREEMENT WITH CONTROL CARD 1

020 01051 BOG Term Identifier
   Code indicating the academic term within the fiscal or academic year.
   University Employee and OPS use this element to support three years of records in the main tables to support year-over-year queries.
   516 FORCED AGREEMENT WITH CONTROL CARD 1

030 01444 BOG Year
   The fiscal or academic year.

040 01445 BOG Month
   The two digit representation of month.

050 01405 BOG Session Flag
   An indicator used by the universities to uniquely identify a session of less than 10 weeks within a summer term or less than full term for fall and spring terms.
   008 MISSING OR INVALID 9
   500 FLAG EQ ZERO 0
   501 FLAG NE ZERO 0

060 01519 BOG Course Section Identifier
   Course Section Identifier is composed of the following:
   . Common Course Prefix,
   . Common Course Number,
   . Common Course Outside Indicator,
   . Course Section Number,
   and serves to uniquely identify a course section within an institution.

070 01195 BOG Common Course Prefix
The alpha abbreviation which is assigned to a course, by Common Course Numbering.

- 041 FILE SEQUENCE ERROR 9
- 007 MISSING 9

**080 01196BOG Common Course Number**
A code which includes the level of a course and which is assigned to identify the course in a systematic manner.

- 007 MISSING 9
- 608 NON-NUMERIC, 01289 NE M 9

**090 01003BOG Common Course Outside Indicator**
An alpha code developed by the Common Course Number System to be used to indicate laboratories and provide a method for equating laboratory courses.

- 008 MISSING OR INVALID 9

**100 01096BOG Course Section Number**
A unique identifier assigned by the institution for each section of a course offered during the term reported.

- 007 MISSING 9

**160 01109BOG Country of Instruction**
The U.S. Department of Commerce Code (FIPS PUB 10-4) for Country (Nation Code) in which the instruction is delivered.

- 008 MISSING OR INVALID 9
- 412 CODED ZZ OVER 10% TOLERANCE 9
- 413 CODED ZZ AND 01417 NOT EQ A 9
- 299 CODED ZZ (UNKNOWN) 8

**200 01289BOG Primary Course Section Type**
The means by which instruction is predominantly delivered for this course section as reported on the Student Data Course File.

- 298 MUST BE EQUAL TO FIRST SEGMENT TYPE OF 01104 9
- 470 MISSING OR INVALID, 01510 NE 0 9
- 609 T,G, 01196 1ST DIG < 5 9
- 472 MISSING OR INVALID, 01510 = 0 0
- 473 CLASS LECTURE 0
- 474 DISCUSSION 0
- 475 LABORATORY 0
- 476 SUPERVISED RESEARCH 0
- 610 SUPERVISED TEACHING 0
- 478 GRADUATE THESIS 0
<table>
<thead>
<tr>
<th>BOG/IRM Support Programs</th>
<th>Technical Instructional Activity File</th>
<th>Edit Procedure</th>
</tr>
</thead>
<tbody>
<tr>
<td>611 GRADUATE DISSERTATION</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>480 DIRECTED INDIVIDUAL STUDY</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>481 INDIVIDUAL PERFORMANCE INSTRUCTION</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>482 INTERNSHIPS</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>484 MEDICAL CLINICAL PROFESSIONAL</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>485 CORRESPONDENCE COURSE</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>227 OTHER</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

210 01114 BOG Variable Credit Flag
An indication of whether all students in a section must receive the same credit for the section, whether each student is independently assigned credit based on institutionally developed procedures, or the section is a medical clinical professional course.

<table>
<thead>
<tr>
<th>Code</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>486 FLAG INVALID OR MISSING</td>
<td>9</td>
</tr>
<tr>
<td>487 ASSIGNED FIXED CREDIT</td>
<td>0</td>
</tr>
<tr>
<td>491 ASSIGNED VARIABLE CREDIT</td>
<td>0</td>
</tr>
<tr>
<td>493 MEDICAL</td>
<td>0</td>
</tr>
</tbody>
</table>

220 01098 BOG Course Program Category
Classification associated with the major emphasis of the course program category. The codes are based on the Classification of Instructional Programs (CIP) compiled by the National Center for Educational Statistics (NCES).

CIP:
The 1990 revision is effective summer term 1992 for the SUS. The 2000 revision is effective summer term 2003 for the SUS.

<table>
<thead>
<tr>
<th>Code</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>008 MISSING OR INVALID</td>
<td>9</td>
</tr>
</tbody>
</table>

230 01100 BOG Course Budget Entity Code
A code to indicate the budget entity of the department offering the course section.

<table>
<thead>
<tr>
<th>Code</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>008 MISSING OR INVALID</td>
<td>9</td>
</tr>
<tr>
<td>110 E&amp;G</td>
<td>0</td>
</tr>
<tr>
<td>115 C&amp;G</td>
<td>0</td>
</tr>
<tr>
<td>112 HEALTH OR MEDICAL CENTER</td>
<td>0</td>
</tr>
<tr>
<td>113 IFAS</td>
<td>0</td>
</tr>
</tbody>
</table>

240 01198 BOG Account/Department Number - Course
The smallest unit of operation for which separate financial records are maintained. Department/Account Number - course is the number used by the institution for accounting purposes to identify the department offering a course.

8/20/2007 18
250 01124 BOG Section Enrollment for Credit
The total section headcount of all persons in the
Course Section for credit
  012 NON-NUMERIC 9
  495 MUST BE > ZERO, 01114 NE M 9
  496 MUST BE = ZERO, 01114 = M 9

260 01287 BOG Section Headcount Enrollment
A count of all students enrolled in a course section.
  503 NON-NUMERIC OR NEGATIVE 9
  504 LT 01124 9

270 01128 BOG Course Credit Hours
The number of credit hours (to nearest tenth) awarded per student for this course in a fixed credit course.
  012 NON-NUMERIC 9
  498 01128 < 01113, 01289=C,D,L 5

280 01510 BOG Total Student Credit Hours for Course Section
The total number of student credit hours generated (to the nearest tenth) for a course section based on the actual enrollment for the course section.
  012 NON-NUMERIC 9
  612 TOTAL SCH = 0 & 01114 NE M 5

290 01511 BOG Total Fundable Student Credit Hours (SCHs) for Course Section
For a course section, this amount is the total number of fundable student credit hours (SCHs) generated (to the nearest tenth) for the course section based on the actual enrollment with "State Fundable Credit Hours."

300 01113 BOG Actual Section Instruction Hours
For scheduled courses, the number of hours a section actually meets per week. For courses that do not meet for the full semester, the hours should be equated to a full semester by multiplying the actual scheduled hours per week by the ratio of the number of weeks the course meets to the total number of weeks in the full semester. For unscheduled courses, the sum of the weekly contact hour equivalencies, as adopted by the universities, but not to exceed the maximums defined in CM-87-17.
303 01529 BOG Fundable Grad Level SCH's Generated by Doctoral Students
The total number of fundable student credit hours generated (to the nearest tenth) for the graduate level course section, (level=5,6,7, or 8), based on the actual enrollment of doctoral students with "State Fundable Credit Hours" for the course section.

012 NON-NUMERIC

499 ZERO, 01289 NE O OR 01128 > 0

304 01288 BOG Graduate Level SCH's Generated by Doctoral Students
The total number of Student Credit Hours generated (to the nearest tenth) for the Graduate Level Course Section, (level = 5,6,7,8 or 9), based on the actual enrollment in the Course Section of students classified as advanced graduates (01060) in an authorized doctoral degree program.

012 NON-NUMERIC

305 01417 BOG Instructional Delivery Indicator
A flag to indicate that the student and the instructor are separated by time during some or all of the instruction.

008 MISSING OR INVALID
600 SYNCHRONOUS
601 ASYNCHRONOUS
604 MIXED SYNCHRONOUS AND ASYCHRONOUS

307 01418 BOG Technology Delivery Indicator
A indicator of the type of technology that is being used by the instructor instead of face-to-face contact.
Up to three occurrences will be available for coding. The first should be the primary method of delivery. If technology is only a supplemental tool for this course, the first occurrence of this element should be coded "N - none" and subsequent occurrences should be used to indicate the technology.

008 MISSING OR INVALID
603 FIRST OCCURRENCE NE NONE

410 01120 BOG Beginning Time of Course Section
The local time, based on a 24-hour clock, when a Course Section is scheduled to begin.

505 INVALID HOUR CODED, 01197=X,N
507 INVALID MINUTES CODED, 01197=X,N
420 01121 BOG Ending Time of Course Section
The local time, based on a 24-hour clock, when a Course Section is scheduled to end.

505 INVALID HOUR CODED, 01197=X,N
507 INVALID MINUTES CODED, 01197=X,N
613 END TIME < BEG TIME, 01197=X,N
635 NOT BETWEEN 0800 & 2300, 01197=X,N

430 01197 BOG Unscheduled Meeting Time Flag
A flag used to indicate that Officially Scheduled Meeting Time or Place Data does not exist for this Course Section because of the nature of the course or because of the teaching techniques being used for the course or the location was not reported on the Physical Facilities Space File.

008 MISSING OR INVALID
513 MEETING TIME IS SCHEDULED
514 MEETING TIME IS UNSCHEDULED
605 MEETING TIME IS SCHEDULED BUT NOT ON MOST RECENT SPACE FILE

440 01123 BOG Days of Class Meeting
An indication of which days of the week a Course Section meets.

519 MUST BE CODED, 01197 = X,N
521 DAY1 MUST BE BLANK OR X, 01197 = X,N
522 DAY2 MUST BE BLANK OR M, 01197 = X,N
523 DAY3 MUST BE BLANK OR T, 01197 = X,N
524 DAY4 MUST BE BLANK OR W, 01197 = X,N
525 DAY5 MUST BE BLANK OR R, 01197 = X,N
526 DAY6 MUST BE BLANK OR F, 01197 = X,N
527 DAY7 MUST BE BLANK OR S, 01197 = X,N

450 01130 BOG Building Number
The official number or other identifier that serves to uniquely identify the building or covered walkway within a site.

535 MISSING OR INVALID, 01197=x,n

460 01131 BOG Room
The official number or other identifier that serves to uniquely identify the room within a building.

535 MISSING OR INVALID, 01197=x,n
470 01132 BOG Room Number Prefix
Two alpha-numeric characters preceding the four characters of the room number designation.

480 01133 BOG Room Number Digits
Four alpha-numeric characters designating a room.

490 01134 BOG Room Number Suffix
One alpha-numeric character following the four alpha-numeric characters of the room number designation.

500 01104 BOG Course Section Type
The means by which instruction is predominantly delivered for this course section.

008 MISSING OR INVALID 9
536 C,D,L, 01099=01,1ST OCCUR 01418=N, 01197=T 9
609 T,G, 01196 1ST DIG < 5 9
537 C,D,L, 01197=T, 01099 NE 01 0
473 CLASS LECTURE 0
474 DISCUSSION 0
475 LABORATORY 0
476 SUPERVISED RESEARCH 0
610 SUPERVISED TEACHING 0
478 GRADUATE THESIS 0
611 GRADUATE DISSERTATION 0
480 DIRECTED INDIVIDUAL STUDY 0
481 INDIVIDUAL PERFORMANCE INSTRUCTION 0
482 INTERNSHIPS 0
484 MEDICAL CLINICAL PROFESSIONAL 0
485 CORRESPONDENCE COURSE 0
227 OTHER 0

510 01099 BOG Course Section Location - Campus
Main campus, branch campus, center or other location where the course section is held.

008 MISSING OR INVALID 9

520 01127 BOG Course Section Location - County
County in which the section is offered.

535 MISSING OR INVALID, 01197=X,N 9

530 10048 BOG Site ZIP Code
The 9-digit Zip Code where site is located.

<table>
<thead>
<tr>
<th>Condition</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>333 01197=X,N AND MISSING OR NON-NUMERIC</td>
<td>9</td>
</tr>
<tr>
<td>334 01197=T AND NON-BLANK AND NON-NUMERIC AND</td>
<td>9</td>
</tr>
<tr>
<td>334 NE PROGRAM GENERATED</td>
<td>9</td>
</tr>
<tr>
<td>646 PROGRAM GENERATED IF BLANK</td>
<td>0</td>
</tr>
</tbody>
</table>
Procedure Execution Instructions

In order to execute the Instructional Activity File Edit Program, complete the steps listed below.

**Step 1:** Code the Control Card according to the options specified below.

**Step 2:** If any defaults are to be overridden, code the appropriate diagnostic override card.

**Step 3:** Determine the reporting term to be compared with the current reporting term totals. Parameter ‘PREV’ contains the default comparison value. The default term will be the corresponding term from the previous academic year. It will be the responsibility of the user to determine if the default term is not desired.

**Step 4:** If page size default is to be overridden, code the appropriate number for lines per page using the procedure SUSIAFED. The default is 58 lines.

**Step 5:** Execute catalogued procedure SUSIAFED.

Sample JCL

```plaintext
//STEP1 EXEC SUSIAFED,  
   IAFILE='IAF File DSN',  
   IAFGOOD='Edited IAF File DSN',  
   VOL=Edited IAF volume,  
/*      IAFEDIT.CTLCARD DD *  
SUSIAFED univ yyyyymmY YN5 N9 Y5 0010 N YY /*      */ For additional symbolic parameters, see complete */ procedure listing.  
/*      */
```

Explanation of Sample

The above jobstream will create a good file out which will contain only records containing no errors greater than level 5. A detailed error report of errors of level 5 and above will also be generated. Up to 10 occurrences of each error may appear on the report.
## Control and Override Card Formats

### SUSIAFED Control Card Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Card Name</td>
<td>1-8</td>
<td>Must be coded ‘SUSIAFED’</td>
</tr>
<tr>
<td>Filler</td>
<td>9-9</td>
<td>Code University Abbreviation</td>
</tr>
<tr>
<td>Reporting Institution</td>
<td>10-13</td>
<td>Specifies the term date for which the file is being submitted. Value should be a valid Term Identifier in the form of ‘YYYYMM’ (ex. ‘200708’).</td>
</tr>
<tr>
<td>Term Identifier</td>
<td>15-20</td>
<td>Used to identify whether running a final edit. Value ‘Y’ for YES or ‘N’ for NO. The default is ‘N’.</td>
</tr>
<tr>
<td>Final Edit</td>
<td>21-21</td>
<td>Specifies whether or not a “good” output file is desired. Value should be ‘Y’ if a “good” output file is to be created and ‘N’ if the file is to be omitted.</td>
</tr>
<tr>
<td>Filler</td>
<td>22-22</td>
<td>Specifies whether or not a “bad” output file is desired. Value should be ‘Y’ if a “bad” output file is to be produced and ‘N’ if the file is to be omitted. NOTE: When a “bad” output file is not specified the records are not written anywhere.</td>
</tr>
<tr>
<td>Good Output File Selection</td>
<td>23-23</td>
<td>Values: 0-9; Default=8; Maximum error level for which records will be written to the good file. All records with diagnostic levels less than or equal to the assigned value will be included on the “good” output file. Diagnostics with levels greater than the assigned value will be included on the “bad” output file. NOTE: To insure no critical errors on submitted files, set this number to less than 9.</td>
</tr>
<tr>
<td>Correct Entries</td>
<td>27-27</td>
<td>Specifies whether or not a correcting entry file is desired. Value should be ‘Y’ if the file is to be produced and ‘N’ if the file is to be omitted.</td>
</tr>
<tr>
<td>Field</td>
<td>Position</td>
<td>Function</td>
</tr>
<tr>
<td>-----------------------</td>
<td>----------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Correcting Entry Error Level</td>
<td>28-28</td>
<td>Values: 0-9; default=8; All records with diagnostic levels less than or equal to the assigned value will generate entries to the correcting entry file.</td>
</tr>
<tr>
<td>Filler</td>
<td>29-29</td>
<td></td>
</tr>
<tr>
<td>Detail Report</td>
<td>30-30</td>
<td>Y=Yes; N=No; default=N; Specifies whether or not a detailed error list is desired. Value should be ‘Y’ if a detailed list is desired and ‘N’ if the report is to be omitted.</td>
</tr>
<tr>
<td>Detail Level</td>
<td>31-31</td>
<td>Values: 0-9; default=4; Should equal a diagnostic level between ‘0’ and ‘9’. All errors with diagnostic levels greater than the assigned value will be included on the detailed error list.</td>
</tr>
<tr>
<td>Filler</td>
<td>32-32</td>
<td></td>
</tr>
<tr>
<td>Message Limit</td>
<td>33-36</td>
<td>Values: 1-9999; default=9999; Indicates the maximum number of times any one diagnostic may occur on the indicated detailed error.</td>
</tr>
<tr>
<td>Filler</td>
<td>37-38</td>
<td></td>
</tr>
<tr>
<td>IAF Enrollment Subfile</td>
<td>39-39</td>
<td>Indicates whether a Enrollment Subfile is desired. Value ‘Y’ for YES or ‘N’ for NO. Default is ‘N’.</td>
</tr>
<tr>
<td>Filler</td>
<td>40-40</td>
<td></td>
</tr>
<tr>
<td>Diagnostic Error File</td>
<td>41-41</td>
<td>Y=Yes; N=No; default=Y; Specifies whether or not the diagnostic error file is to be generated.</td>
</tr>
<tr>
<td>Previous Diagnostic Comparison</td>
<td>42-42</td>
<td>Y=Yes; N=No; default=Y; Specifies whether or not the diagnostic comparison is to be printed on the summary statistics.</td>
</tr>
<tr>
<td>Filler</td>
<td>42-80</td>
<td></td>
</tr>
</tbody>
</table>
### SUSIAFED Diagnostic Override Format

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diagnostic ID Number</td>
<td>1-3</td>
<td>Specifies the diagnostic to be overridden</td>
</tr>
<tr>
<td>Filler</td>
<td>4-4</td>
<td></td>
</tr>
<tr>
<td>Print Override</td>
<td>5-5</td>
<td>Y= force printing; N= suppress printing</td>
</tr>
<tr>
<td>Correcting Entry Override</td>
<td>6-6</td>
<td>Specifies whether or not the diagnostics will generate records on the correcting entry file. Value should be Y=force creation of a correcting entry, N= suppress creation of a correcting entry</td>
</tr>
<tr>
<td>Forced File Selection</td>
<td>7-7</td>
<td>Y=force record to be written to Bad Output File</td>
</tr>
<tr>
<td>Filler</td>
<td>8-8</td>
<td></td>
</tr>
<tr>
<td>Element Number</td>
<td>9-13</td>
<td>Specifies the element number of the diagnostic to be overridden</td>
</tr>
<tr>
<td>Error Level</td>
<td>14-14</td>
<td>Specifies the error level of the diagnostic to be overridden</td>
</tr>
<tr>
<td>Filler</td>
<td>15-80</td>
<td></td>
</tr>
</tbody>
</table>

### SUSIAFED Diagnostic Comparison File

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term Identifier</td>
<td>1-6</td>
<td>‘yyyyym’</td>
</tr>
<tr>
<td>Reporting Institution</td>
<td>7-10</td>
<td>University abbreviation</td>
</tr>
<tr>
<td>Field Identifier</td>
<td>11-13</td>
<td>Field Identifier</td>
</tr>
<tr>
<td>Element Number</td>
<td>14-18</td>
<td>Element Number of Field</td>
</tr>
<tr>
<td>Diagnostic Number</td>
<td>19-21</td>
<td>Diagnostic Number of Error Message</td>
</tr>
<tr>
<td>Error level</td>
<td>22-22</td>
<td>Diagnostic Error Level</td>
</tr>
<tr>
<td>Continuance</td>
<td>23-23</td>
<td>Diagnostic Error Message Continuance Indicator</td>
</tr>
<tr>
<td>Error Message</td>
<td>24-68</td>
<td>Diagnostic Error Message</td>
</tr>
<tr>
<td>Filler</td>
<td>69-69</td>
<td></td>
</tr>
<tr>
<td>Error/Frequency Count</td>
<td>70-75</td>
<td>Total of Frequency or Error Count</td>
</tr>
<tr>
<td>Comment</td>
<td>76-120</td>
<td>Reserved</td>
</tr>
<tr>
<td>Filler</td>
<td>121-130</td>
<td></td>
</tr>
<tr>
<td>Date Stamp</td>
<td>131-138</td>
<td>Date of Record Creation</td>
</tr>
<tr>
<td>Time Stamp</td>
<td>139-144</td>
<td>Time of Record Creation</td>
</tr>
</tbody>
</table>
Complete Procedure Listing

/\SUSIAFED Проc IAFED=IAFED, ** EDIT PROGRAM NAME
/\ YEAR=076, ** ACADEMIC YEAR
/\ IAFILE=, ** INPUT IAF DSN
/\ TERM='YYYYMM', ** REPORTING TERM
/\ UNIV='UNIV', ** REPORTING INST
/\ PREV='YYYYMM', ** COMPARISON TERM
/\ PGSIZE=58, ** LINES PER PAGE
/\ OBJLIB='BOR.LINKLIB', ** OBJECT CODE LIBRARY
/\*
/\ SLIB='BOR.IEP.SOURCE', ** SORT CARD LIBRARY
/\ SORTLIB='SYS1.SORTLIB', ** SORTLIB DSN
/\ SORTPGM='SORT', ** SORT PROGRAM NAME
/\ SRTMBR1='IAFSRT1', ** SORT CARD
/\ WRKSPC='(TRK,(150,200),RLSE)', ** SORT WORK SPACE
/\*
/\ UNIT='SYSDA', ** WORK UNIT
/\ VOL=, ** WORK VOLUME
/\ VOLSER='VOL=SER=', ** IAF VOL SER
/\ PRTPARM='SYSOUT=A', ** PRINT PARM
/\ IAFBLKS=27720, ** IAF BLKSIZE
/\*
/\ IAFGOOD='&IAFGOOD', ** GOODFILE DSN
/\ IAFGOODP='(',PASS')', ** GOODFILE DISP
/\ IAFBAD='&IAFBAD', ** ERRFILE DSN
/\ IAFBADP='(',PASS')', ** ERRFILE DISP
/\ IAFFIX='&IAFFIX', ** FIXFILE DSN
/\ IAFFPDP='(',PASS')', ** FIXFILE DISP
/\ IAFENR='&IAFENR', ** IAF ENROLLMENT DSN
/\ IAFENRP='(',PASS')', ** IAF ENROLLMENT DISP
/\ IAFDIAG='&IAFDIAG', ** IAF DIAGNOSTIC DSN
/\ IAFDDSP='(',PASS')', ** IAF DIAGNOSTIC DISP
/\*
/\* END OF PROC SYMBOLIC PARAMETERS
/\*
/\ IAFSORT EXEC PGM=&SORTPGM
/\*
/\* FIRST STEP: SORT THE INPUT IAF
/\*
/\* SORTLIB DD DSN=&SORTLIB,DISP=SHR
/\* SYSOUT DD &PRTPARM
/\* SORTWK01 DD UNIT=&UNIT,SPACE=&WRKSPC
/\* SORTWK02 DD UNIT=&UNIT,SPACE=&WRKSPC
/\* SORTWK03 DD UNIT=&UNIT,SPACE=&WRKSPC
/\* SORTIN DD DSN=&IAFILE,DISP=SHR
BOG/IRM Support Programs
Instructional Activity File

Edit Procedure

8/20/2007

//SORTOUT DD DSN=&IAFSRTD,DISP=,(PASS,DELETE),
   UNIT=&UNIT,SPACE=&WRKSPC,
   DCB=(LRECL=440,BLKSIZE=&IAFBLKS,RECFM=FB)
//SYSIN DD DSN=&SLIB.(&SRTMBR1),DISP=SHR

//IAFEDIT EXEC
PGM=&IAFED&YEAR,PARM='&PGSIZE&TERM&PREV&UNIV'

/*
SECOND STEP: EDIT THE IAF
*/

//STEPLIB DD DSN=&OBJLIB,DISP=SHR
//IAFIN DD DSN=&IAFSRTD,DISP=(OLD,DELETE)
//DIAGPREV DD DSN=BORV.XREF.DIAG.IAF.Y0506,DISP=SHR
//STATRPT DD &PRTPARM
//DETRPT DD &PRTPARM
//SYSOUT DD &PRTPARM

/*
IAFGOOD DD DSN=&IAFGOOD,DISP=&IAFGDSP,
   UNIT=&UNIT,SPACE=&WRKSPC,
   DCB=(LRECL=440,BLKSIZE=&IAFBLKS,RECFM=FB),
   &VOLSER&VOL
*/

/*
IAFBAD DD DSN=&IAFBAD,DISP=&IAFBDSP,
   UNIT=&UNIT,SPACE=&WRKSPC,
   DCB=(LRECL=440,BLKSIZE=&IAFBLKS,RECFM=FB),
   &VOLSER&VOL
*/

/*
FIXFILE DD DSN=&IAFFIX,DISP=&IAFFDSP,
   UNIT=&UNIT,SPACE=&WRKSPC,
   DCB=(LRECL=80,BLKSIZE=27920,RECFM=FB),
   &VOLSER&VOL
*/

/*
ENRLFILE DD DSN=&IAFENR,DISP=&IAFEDSP,
   UNIT=&UNIT,SPACE=&WRKSPC,
   DCB=(LRECL=80,BLKSIZE=27920,RECFM=FB),
   &VOLSER&VOL
*/

/*
DIAGFILE DD DSN=&IAFDIAG,DISP=&IAFDDSP,
   UNIT=&UNIT,SPACE=&WRKSPC,
   DCB=(LRECL=144,RECFM=FB),
   &VOLSER&VOL
*/

/*
CTLCARD DD DSN=&SLIB(IAFCTLCD),DISP=SHR
Sample Reports

Program Name: IAFEDyr
Output File Name: STATRPT
Report Title: Edit Completion statistics/Control Card Summary
Source Data: Instructional Activity File

Report Description:
Listing of all reports and files that have been created and counts of records read and written.

Data elements Used by the Report Program:
01045 – Reporting Institution
A detailed error report has been produced. It includes diagnostic messages for all errors of level 8 or greater. Up to 5 iterations of each message may appear on the detailed report.

A valid record file has been created. All records which contain no errors greater than level 9 are included in this file.

A bad record file was not requested.

A correcting entry file was not requested.

An IAF subfile for use with the enrollment generating procedure was requested.

A diagnostic error file has been created.

Previous diagnostic error comparison created.

This is a final edit. All edits will be performed.

Total records read: 10,744
Total good output records written: 10,744
Total bad output records written: 0
Number of correcting entry records written: 0
Number of IAF enrollment subfile records written: 10,744
Program Name: IAFEDyr

Output File Name: DETRPT

Report Title: Edit Error Detail Report

Source Data: Instructional Activity File

Report Description:

Detail report of errors listed by record key, error message, current value and error level.

Data elements Used by the Report Program:

01045 – Reporting Institution
01051 – Term Identifier
01405 – Session Flag
01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
01096 – Course Section Number
### Technical Edit Procedure

**IAFED V1-07**

**STATE UNIVERSITY SYSTEM**

**INSTRUCTIONAL ACTIVITY FILE EDIT**

**DETAIL REPORT**

---

<table>
<thead>
<tr>
<th>SEG</th>
<th>FLD</th>
<th>ELE</th>
<th>NBR</th>
<th>ID</th>
<th>NBR</th>
<th>CURRENT MESSAGE</th>
<th>CURRENT VALUE</th>
<th>SIZE</th>
<th>CORRECTION SIZE</th>
<th>AREA</th>
<th>LVL</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIV 2007050BCC7112 0001</td>
<td>250</td>
<td>01124</td>
<td>Section Enrollment for Credit</td>
<td>496</td>
<td>MUST BE = ZERO, 01114 = M</td>
<td>0026</td>
<td>4</td>
<td>_ _ _ _</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UNIV 2007050BCC7113 0002</td>
<td>250</td>
<td>01124</td>
<td>Section Enrollment for Credit</td>
<td>496</td>
<td>MUST BE = ZERO, 01114 = M</td>
<td>0012</td>
<td>4</td>
<td>_ _ _ _</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UNIV 2007050BCC7130 0001</td>
<td>250</td>
<td>01124</td>
<td>Section Enrollment for Credit</td>
<td>496</td>
<td>MUST BE = ZERO, 01114 = M</td>
<td>0026</td>
<td>4</td>
<td>_ _ _ _</td>
<td>9</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Program Name: IAFEDyr

Output File Name: DETRPT

Report Title: Frequency Error Summary

Source Data: Instructional Activity File

Report Description:

Frequency counts of all edited fields including element name, error message, error level and delta counts.

Data elements Used by the Report Program:

01045 – Reporting Institution
01051 – Term Identifier
01405 – Session Flag
01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
01096 – Course Section Number
<table>
<thead>
<tr>
<th>FLD</th>
<th>ELE</th>
<th>ELEMENT</th>
<th>DIAGNOSTIC</th>
<th>ERR</th>
<th>CURR</th>
<th>200605</th>
</tr>
</thead>
<tbody>
<tr>
<td>010</td>
<td>01045</td>
<td>Reporting Institution</td>
<td>516 FORCED AGREEMENT WITH CONTROL CARD</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>020</td>
<td>01051</td>
<td>Term Identifier</td>
<td>516 FORCED AGREEMENT WITH CONTROL CARD</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>050</td>
<td>01405</td>
<td>Session Flag</td>
<td>008 MISSING OR INVALID</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>500 FLAG EQ ZERO</td>
<td>10,744</td>
<td>10,379</td>
<td>365+</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>501 FLAG NE ZERO</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>041 FILE SEQUENCE ERROR</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>007 MISSING</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>070</td>
<td>01195</td>
<td>Common Course Prefix</td>
<td>007 MISSING</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>080</td>
<td>01196</td>
<td>Common Course Number</td>
<td>007 MISSING</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>090</td>
<td>01003</td>
<td>Common Course Outside Indicator</td>
<td>007 MISSING</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100</td>
<td>01096</td>
<td>Course Section Number</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>200</td>
<td>01289</td>
<td>Primary Course Section Type</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>298 MUST BE EQUAL TO FIRST SEGMENT TYPE OF 01104</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>470 MISSING OR INVALID, 01510 NE 0</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>609 T,G, 01196 1ST DIG &lt; 5</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>472 MISSING OR INVALID, 01510 = 0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>473 CLASS LECTURE</td>
<td>0</td>
<td>4,398</td>
<td>4,213</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>474 DISCUSSION</td>
<td>0</td>
<td>744</td>
<td>690</td>
</tr>
<tr>
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<td></td>
<td></td>
<td>475 LABORATORY</td>
<td>0</td>
<td>966</td>
<td>941</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>476 SUPERVISED RESEARCH</td>
<td>0</td>
<td>117</td>
<td>117</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>610 SUPERVISED TEACHING</td>
<td>0</td>
<td>89</td>
<td>100</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>478 GRADUATE THESIS</td>
<td>0</td>
<td>295</td>
<td>280</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>611 GRADUATE DISSERTATION</td>
<td>0</td>
<td>650</td>
<td>605</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>480 DIRECTED INDIVIDUAL STUDY</td>
<td>0</td>
<td>1,471</td>
<td>1,509</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>481 INDIVIDUAL PERFORMANCE INSTRUCTION</td>
<td>0</td>
<td>1,104</td>
<td>1,080</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>482 INTERNSHIPS</td>
<td>0</td>
<td>259</td>
<td>267</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>484 MEDICAL CLINICAL PROFESSIONAL</td>
<td>0</td>
<td>100</td>
<td>92</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>485 CORRESPONDENCE COURSE</td>
<td>0</td>
<td>551</td>
<td>485</td>
</tr>
</tbody>
</table>

8/20/2007 35
<< This Page Is Intentionally Left Blank >>
Update Procedure (SUSIAFUP)

This procedure provides the user with the capability of making limited modifications to data contained on the Instructional Activity File. The procedure contains sort programs to sort the IAF file and the update transactions before executing the update program IAFUPyr.

Flowchart
Procedure and Program Descriptions

SORT
Program SORT is an IBM supplied utility program. The sequence used to sort the IAF file is ascending Course ID. It is also used to sort the update transactions by 1) ascending course ID; 2) ascending transaction type; 3) ascending segment number; and 4) ascending field ID number.

IAFUPyr
IAFUPyr is a COBOL program that provides the user with a means to update their Instructional Activity File to conform to IRM criteria. The program accepts as input a control card, update transactions, and an IAF file. In addition to an updated IAF file, it produces a file of deleted records and a file of rejected transactions. Several reports are also generated to aid the user in assuring that all updates have been applied correctly.

Library Members Referenced

The Procedure Name is SUSIAFUP
The Edit Program Name is IAFUPyr
The IAF Record Format is IAFFDyr
The Sort Card Member is IAFSRT1
The Sort Card Member is IAFSRT2
File and Report Descriptions

**IAFUPyr**

**Input Files**

<table>
<thead>
<tr>
<th>File</th>
<th>Description</th>
<th>Format</th>
<th>Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>IAFIN</td>
<td>Instructional Activity File</td>
<td>Fixed Format, sequential</td>
<td>Contains 440 characters, optional</td>
</tr>
<tr>
<td>TRANSIN</td>
<td>Update Transaction File</td>
<td>Fixed Format, sequential</td>
<td>Contains 80 characters</td>
</tr>
<tr>
<td>CTLCARD</td>
<td>Control Card File</td>
<td>Fixed Format, sequential</td>
<td>Contains 80 characters.</td>
</tr>
<tr>
<td></td>
<td>Control card and diagnostic override file.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Output Files**

<table>
<thead>
<tr>
<th>File</th>
<th>Description</th>
<th>Format</th>
<th>Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>IAFOUT</td>
<td>Updated Instructional Activity File</td>
<td>Fixed Format, sequential</td>
<td>Contains 440 characters</td>
</tr>
<tr>
<td>IAFDEL</td>
<td>Rejected Transactional File</td>
<td>Fixed Format, sequential</td>
<td>Contains 80 characters, optional</td>
</tr>
</tbody>
</table>

**Reports**

<table>
<thead>
<tr>
<th>File</th>
<th>Description</th>
<th>Format</th>
<th>Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSOUT</td>
<td>Sort Program Completion Statistics</td>
<td>Fixed Format, sequential</td>
<td>Contains 132 characters</td>
</tr>
<tr>
<td>GOODRPT</td>
<td>Valid Transaction Summary</td>
<td>Fixed Format, sequential</td>
<td>Contains 132 characters</td>
</tr>
</tbody>
</table>
Procedure Execution Instructions

In order to execute the Instructional Activity File Update Program, complete the steps listed below.

**Step 1:** Code the control card to contain the desired file and report options.

**Step 2:** Code the update transactions to be used to update or create the IAF file using the transaction format.

**Step 3:** Execute catalogued procedure SUSIAFUP.

Sample JCL

```
//STEP1 EXEC SUSIAFUP,
   // IAFILE='UNIV.OLD.IAF.FILE'
   //SORT2.SORTIN DD *
   C ABC1001 0001 00 060 F
   C ABC1001 0001 01 110 0905
   A ABC1002 0001 00 360 05
   D ABC9999 0099
   /*
   //IAFUPDT.IAFOUT DD DSN=UNIV.NEW.IAF.FILE,DISP=(,CATLG)
   { OTHER DCB INFO }
   //IAFUPDT.CTLCARD DD *
   SUSIAFUP YNYY
   /*
```

If the procedure is executed using either a sorted IAF file as input or no IAF file at all, then the first sort step (SORT1) does not need to be executed. Omit this step by using the OS-restart facility.
# Control and Override Card Formats

## SUSIAFUP Control Card Format

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Card Name</td>
<td>1-8</td>
<td>Must be coded ‘SUSIAFUP’</td>
</tr>
<tr>
<td>Filler</td>
<td>9-9</td>
<td></td>
</tr>
<tr>
<td>Input IAF File present</td>
<td>10-10</td>
<td>Y = An IAF file is input to be updated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N = No IAF file is being input (default value)</td>
</tr>
<tr>
<td>Deleted IAF file requested</td>
<td>11-11</td>
<td>Y = Create a file of deleted IAF records</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N = Not wanted (default value)</td>
</tr>
<tr>
<td>Rejected Update Transaction</td>
<td>12-12</td>
<td>Y = Generate file of rejected transactions</td>
</tr>
<tr>
<td>File requested</td>
<td></td>
<td>N = Not wanted (default value)</td>
</tr>
<tr>
<td>Invalid Update Transaction</td>
<td>13-13</td>
<td>Y = Create detail report of rejected transactions</td>
</tr>
<tr>
<td>Transaction Report requested</td>
<td></td>
<td>N = Not wanted (default value)</td>
</tr>
<tr>
<td>Filler</td>
<td>14-80</td>
<td></td>
</tr>
</tbody>
</table>

## SUSIAFUP Transaction Format

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transaction Code</td>
<td>1-1</td>
<td>A = Add; C = Change; D = Delete</td>
</tr>
<tr>
<td>Filler</td>
<td>2-2</td>
<td></td>
</tr>
<tr>
<td>Course Prefix</td>
<td>3-5</td>
<td>Three letter code (element 01195)</td>
</tr>
<tr>
<td>Course Number</td>
<td>6-9</td>
<td>Four digit course number (element 01196)</td>
</tr>
<tr>
<td>Course Outside Indicator</td>
<td>10-10</td>
<td>Outsider indicator (element 01003)</td>
</tr>
<tr>
<td>Course Section</td>
<td>11-14</td>
<td>Four digit section number (element 01096)</td>
</tr>
<tr>
<td>Filler</td>
<td>15-15</td>
<td></td>
</tr>
<tr>
<td>Segment Number</td>
<td>16-17</td>
<td>Two digit segment number to be updated</td>
</tr>
<tr>
<td>Filler</td>
<td>18-18</td>
<td></td>
</tr>
<tr>
<td>Field ID</td>
<td>19-21</td>
<td>Three digit field id number as it appears on the file format</td>
</tr>
<tr>
<td>Filler</td>
<td>22-22</td>
<td></td>
</tr>
<tr>
<td>Data</td>
<td>23-37</td>
<td>Data to be used if the field is being updated; for add and delete transaction this field is not used.</td>
</tr>
<tr>
<td>Filler</td>
<td>38-80</td>
<td></td>
</tr>
</tbody>
</table>
Complete Procedure Listing

//SUSIAFUP PROC IAFUP=IAFUP, ** UPDATE PROGRAM NAME
//    YEAR=076, ** ACADEMIC YEAR
//    IAFFILE=NULLFILE, ** IAF DSN
//    TRNFILE=, ** TRANSACTION FILE DSN
//    OBJLIB='BOR.LINKLIB', ** OBJECT CODE LIBRARY
//*
//    SLIB='BOR.IEP.SOURCE', ** SORT CARD LIBRARY
//    SRTMBR1=IAFSRT1, ** SORT CARD 1
//    SRTMBR2=IAFSRT2, ** SORT CARD 2
//    SORTLIB='SYS1.SORTLIB', ** SORTLIB DSN
//    SORTPGM=SORT, ** SORT PROGRAM NAME
//    WRKSPC1='(TRK,(50,25),RLSE)', ** SORT WORK SPACE 1
//    WRKSPC2='(TRK,(10,5),RLSE)', ** SORT WORK SPACE 2
//*
//    UNIT='SYSDA', ** WORK UNIT
//    VOL=, ** WORK VOLUME
//    PRTPARM='SYSOUT=A', ** PRINT PARAMETER
//    IAFBLKS=27720, ** IAF DEFAULT BLKSIZE
//    BLK80=27920, ** LRECL 80 BLOCKSIZE
//*
//    IAFNEW='&IAFNEW', ** NEWFILE DSN
//    IAFNDSP='(,CATLG,DELETE)', ** NEWFILE DISP
//    IAFDEL='&IAFDEL', ** DELETED IAF DSN
//    IAFDDSP='(,PASS,DELETE)', ** DELFILE DISP
//    REJTRNS='&REJTRNS', ** REJECTED TRANS DSN
//    REJDSP='(,PASS,DELETE)' ** REJECTED TRANS DISP
//*
//*        END OF PROC SYMBOLIC PARAMETERS
//*
//SORT1 EXEC PGM=&SORTPGM
//*
//*        FIRST STEP: SORT THE INPUT IAF
//*        IF USER'S IAF FILE IS ALREADY SORTED, OR
//*        IF THIS PROCEDURE IS BEING USED TO
//*        CREATE
//*        THE IAF FILE THEN OMIT THIS STEP USING
//*        THE
//*        OS-RESTART FACILITY.
//*
//*    SORTLIB DD DSN=&SORTLIB,DISP=SHR
//SYSOUT DD &PRTPARM
//SORTWK01 DD UNIT=&UNIT,SPACE=&WRKSPC1
//SORTWK02 DD UNIT=&UNIT,SPACE=&WRKSPC1
//SORTWK03 DD UNIT=&UNIT,SPACE=&WRKSPC1
//SORTIN DD DSN=&IAFILE,DISP=SHR
//SORTOUT DD DSN=&IAFSRTD,DISP=(,PASS,DELETE),
**TECHNICAL INSTRUCTIONAL ACTIVITY FILE UPDATE PROCEDURE**

8/20/2007

```
//         UNIT=&UNIT,SPACE=&WRKSPC1,
//         DCB=(LRECL=440,BLKSIZE=&IAFBLKS,RECFM=FB)
//SYSIN    DD DSN=&SLIB(&SRTMBR1),DISP=SHR
//*
//SORT2    EXEC PGM=&SORTPGM
//*
//**
//** SECOND STEP: SORT THE INPUT UPDATE TRANSACTIONS
//**
//SORTLIB  DD DSN=&SORTLIB,DISP=SHR
//SYSOUT   DD &PRTParm
//SORTWK01 DD UNIT=&UNIT,SPACE=&WRKSPC1
//SORTWK02 DD UNIT=&UNIT,SPACE=&WRKSPC1
//SORTWK03 DD UNIT=&UNIT,SPACE=&WRKSPC1
//SORTIN   DD DSN=&TRNFILE,DISP=SHR
//SORTOUT  DD DSN=&TRNSRTD,DISP=(,PASS,DELETE),
//         UNIT=&UNIT,SPACE=&WRKSPC1,
//         DCB=(LRECL=80,BLKSIZE=&BLK80,RECFM=FB)
//SYSIN    DD DSN=&SLIB(&SRTMBR2),DISP=SHR
//*
//IAFUPDT  EXEC PGM=&IAFUP&YEAR
//*
//** THIRD STEP: UPDATE THE IAF
//**
//STEPLIB  DD DSN=&OBJLIB,DISP=SHR
//IAFIN    DD DSN=&IAFSRTD,DISP=(OLD,DELETE)
//TRANSIN  DD DSN=&TRNSRTD,DISP=(OLD,DELETE)
//GOODRPT  DD &PRTParm
//BADRPT   DD &PRTParm
//SYSOUT   DD &PRTParm
//*
//IAFOUT   DD DSN=&IAFNEW,DISP=&IAFNDSP,
//         UNIT=&UNIT,SPACE=&WRKSPC1,
//         DCB=(LRECL=440,BLKSIZE=&IAFBLKS,RECFM=FB),
//         VOL=SER=&VOL
//*
//IAFDEL   DD DSN=&IAFDEL,DISP=&IAFDDSP,
//         UNIT=&UNIT,SPACE=&WRKSPC2,
//         DCB=(LRECL=440,BLKSIZE=&IAFBLKS,RECFM=FB),
//         VOL=SER=&VOL
//*
//REJTRANS DD DSN=&REJTRNS,DISP=&REJDSP,
//         UNIT=&UNIT,SPACE=&WRKSPC2,
//         DCB=(LRECL=80,BLKSIZE=&BLK80,RECFM=FB),
//         VOL=SER=&VOL
```
Sample Reports

Program Name: IAFUPyr

Output File Name: GOODRPT

Report Title: Valid Transaction Summary/Completion Statistics

Source Data: Instructional Activity Update Transaction File / Instructional Activity File

Report Description:

Valid transactions are reported separately by course ID. The value of the field prior to updating is displayed as well as the revised data.

Data elements Used by the Report Program:

01519 – Course Section Identifier
### VALID TRANSACTION DETAIL REPORT

<table>
<thead>
<tr>
<th>COURSE ID</th>
<th>SEG NUM</th>
<th>FIELD</th>
<th>OLD VALUE</th>
<th>NEW VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABC1002 0001</td>
<td>***</td>
<td>*** ADDED ***</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ABC1002 0002</td>
<td>***</td>
<td>*** ADDED ***</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EES5245 1537</td>
<td>303</td>
<td>1277HH</td>
<td>127778</td>
<td></td>
</tr>
<tr>
<td></td>
<td>304</td>
<td>21ERDW</td>
<td>212146</td>
<td></td>
</tr>
<tr>
<td>EES6405 1549</td>
<td>020</td>
<td>199608</td>
<td>199608</td>
<td></td>
</tr>
<tr>
<td></td>
<td>450</td>
<td>0724</td>
<td>BLDG</td>
<td></td>
</tr>
<tr>
<td>ENC3990 1280</td>
<td>305</td>
<td>T</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td>HIS4990 2478</td>
<td>3</td>
<td>307</td>
<td>Z</td>
<td>D</td>
</tr>
<tr>
<td>LAW5792 8424</td>
<td>***</td>
<td>** DELETED **</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAW5792 8428</td>
<td>***</td>
<td>** DELETED **</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Program Name: IAFUPyr

Output File Name: GOODRPT

Report Title: Valid Transaction Summary/Completion Statistics

Source Data: Instructional Activity Update Transaction File / Instructional Activity File

Report Description:

Valid transactions are reported separately by course ID. The value of the field prior to updating is displayed as well as the revised data.

Data elements Used by the Report Program:
01519 – Course Section Identifier
CONTROL CARD IMAGE: SUSIAFUP NYY
A FILE OF ALL DELETED RECORDS WAS NOT REQUESTED.
A FILE OF ALL REJECTED TRANSACTIONS WAS REQUESTED.
A REPORT LISTING ALL REJECTED TRANSACTIONS WAS REQUESTED.

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>INPUT IAF FILE RECORD CNT</td>
<td>16</td>
</tr>
<tr>
<td>NUMBER OF RECORDS DELETED</td>
<td>2</td>
</tr>
<tr>
<td>NUMBER OF RECORDS ADDED</td>
<td>2</td>
</tr>
<tr>
<td>OUTPUT IAF FILE RECORD CNT</td>
<td>16</td>
</tr>
<tr>
<td>NUMBER OF TRANSACTION RECORDS READ</td>
<td>11</td>
</tr>
<tr>
<td>NUMBER OF INVALID TRANSACTIONS</td>
<td>3</td>
</tr>
</tbody>
</table>
Program Name: IAFUPyr

Output File Name: BADRPT

Report Title: Invalid Transaction Summary

Source Data: Instructional Activity Update Transaction File

Report Description:

Invalid transactions are reported by the transaction record image and the reason it is invalid.

Data elements Used by the Report Program:

01519 – Course Section Identifier
<table>
<thead>
<tr>
<th>Reason</th>
<th>Transaction Record Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECORD NOT FOUND</td>
<td>D ABC1002 0003 00</td>
</tr>
<tr>
<td>INVALID RECORD FIELD INDICATED</td>
<td>C LAW5792 8265 00 030 1996</td>
</tr>
<tr>
<td>INVALID RECORD FIELD INDICATED</td>
<td>C LAW5792 8265 00 040 08</td>
</tr>
</tbody>
</table>
**Merge Procedure (SUSIAFMG)**

This procedure executes two sort programs to insure that both the Instructional Activity File and the Summary Course File are in order. The procedure then executes IAFMGyr which merges the Summary Course File with the IAF file to generate student credit hour fields and the primary course section type.

**Flowchart**
Procedure and Program Descriptions

SORT

Program SORT is an IBM supplied utility program. The sequence used to sort both the IAF and SCF files is ascending Course ID.

IAFMGyr

IAFMGyr is a COBOL program that merges the Summary Course File created from the Student Data Course File with the Instructional Activity File. After verifying that the records match, the program updates the student credit hour fields, the primary course section field, and the section headcount enrollment field using data contained on the Summary Course File.

The program also generates a report detailing any errors encountered on the file and correcting entries to assist in repairing the file, if requested.

Library Members Referenced

The Procedure Name is  SUSIAFMB
The Update Program Name is  IAFMGyr
The IAF Record Format is  IAFFDyr
The Sort Card Member is  IAFSRT1
The Summary Course Format is  SSCDFDyr
The Summary Course Sort Card is  SSCFSRT

File and Report Descriptions

IAFMGyr

Input Files

IAFIN  Instructional Activity File
     Fixed Format, sequential
     Contains 440 characters

SCFIN  The SCF File
     Fixed Format, sequential
     Contains 80 characters

8/20/2007  52
Output Files

IAFOUT    Revised Instructional Activity File
          Fixed Format, sequential
          Contains 440 characters, optional

FIXFILE    Correcting Entry File
           Fixed Format, sequential
           Contains 80 characters, optional

Reports

SYSOUT     Sort Program Completion Statistics
           Fixed Format, sequential
           Contains 132 characters

ERRRPT     Error Detail Report and Summary
           Fixed Format, sequential
           Contains 132 characters
Procedure Execution Instructions

In order to execute the Instructional Activity File Update Program, complete the steps listed below.

**Step 1:** Code the control card to contain the desired file and report options.

**Step 2:** Execute the procedure SUSIAFMG.

Sample JCL

```
//STEP1 EXEC SUSIAFMG,
   //   IAFILE='UNIV.OLD.IAF.FILE',
   //   SCFILE='UNIV.SCF.SUBFILE'
   //IAFMERGE.IAFOUT DD DSN=UNIV.NEW.IAF.FILE, DISP=(,CATLG)
   // { OTHER DCB INFO }
   //IAFMERGE.CTLCARD DD *
   SUSIAFMG UNIV YN
/*
```

If the IAF and SCF files used as input to this procedure are already properly sorted, then the sort steps SORT1 and SORT2 do not need to be executed. Omit these steps by using the OS-restart facility.

Transaction Layouts

**SUSIAFMG Control Card Format**

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Card Name</td>
<td>1-8</td>
<td>Must be coded ‘SUSIAFMG’</td>
</tr>
<tr>
<td>Filler</td>
<td>9-9</td>
<td></td>
</tr>
<tr>
<td>University Code</td>
<td>10-13</td>
<td>Four character university abbreviation</td>
</tr>
<tr>
<td>Filler</td>
<td>14-14</td>
<td></td>
</tr>
<tr>
<td>Revised IAF File</td>
<td>15-15</td>
<td>Y = Create a revised IAF file</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N = Not wanted (default value)</td>
</tr>
<tr>
<td>Correcting Entry File</td>
<td>16-16</td>
<td>Y = Generate an IAF correcting entry file</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N = Not wanted (default value)</td>
</tr>
<tr>
<td>Update Error Override</td>
<td>17-17</td>
<td>Y = Update records with errors using summary course file information</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N = Do not update records containing errors.</td>
</tr>
<tr>
<td>Filler</td>
<td>18-80</td>
<td></td>
</tr>
</tbody>
</table>
Complete Procedure Listing

```一是
//SUSIAFMG PROC IAFMG=IAFMG,            ** MERGE PROGRAM NAME
//    YEAR=076,                           ** ACADEMIC YEAR
//    IAFILE=,                           ** IAF INPUT FILE
//    SCFILE=,                           ** SCF INPUT FILE
//    OBJLIB='BOR.LINKLIB',              ** OBJECT CODE LIBRARY
//    SLIB='BOR.IEP.SOURCE',             ** SORT CARD LIBRARY
//    SRTMBR1=IAFSRT1,                   ** SORT CARD FOR IAF
//    SRTMBR2=SSCSRT,                    ** SORT CARD FOR SSCF
//    SORTLIB='SYS1.SORTLIB',            ** SORTLIB DSN
//    SORTPGM=SORT,                      ** SORT PROGRAM NAME
//    IAFBLKS=27720,                     ** IAF BLOCKSIZE
//    WRKSPC=('TRK,(68,19),RLSE)',       ** WORK SPACE
//    UNIT='SYSDA',                      ** WORK UNIT
//    VOL=,                              ** WORK VOLUME
//    PRTPARM='SYSOUT=A',                ** PRINT PARAMETER
//    IAFNEW='&IAFNEW',                  ** NEWFILE DSN
//    IAFNDSP=('PASS'),                  ** NEWFILE DISP
//    FIXFILE='&FIXFILE',                 ** FIXFILE DSN
//    FIXDSP=('PASS')                    ** FIXFILE DISP
//**END OF PROC SYMBOLIC PARAMETERS
//**
//SORT1 EXEC PGM=&SORTPGM
//**
//** FIRST STEP: SORT THE INPUT IAF
//**
//SORTLIB DD DSN=&SORTLIB,DISP=SHR
//SYOUT   DD &PRTPARM
//SORTWK01 DD UNIT=&UNIT,SPACE=&WRKSPC
//SORTWK02 DD UNIT=&UNIT,SPACE=&WRKSPC
//SORTWK03 DD UNIT=&UNIT,SPACE=&WRKSPC
//SORTIN  DD DSN=IAFILE,DISP=SHR
//SORTOUT DD DSN=IAFSRTD,DISP=(,PASS,DELETE),
//         UNIT=&UNIT,SPACE=&WRKSPC,
//         DCB=(LRECL=440,BLKSIZE=IAFBLKS,RECFM=FB)
//SYSIN   DD DSN=&SLIB(SRTMBR1),DISP=SHR
//**
//SORT2 EXEC PGM=&SORTPGM
//**
//** SECOND STEP: SORT THE INPUT SUMMARY COURSE FILE
//**
//SORTLIB DD DSN=&SORTLIB,DISP=SHR
//SYOUT   DD &PRTPARM
//SORTWK01 DD UNIT=&UNIT,SPACE=&WRKSPC
```

8/20/2007
//SORTWK02 DD UNIT=&UNIT,SPACE=&WRKSPC
//SORTWK03 DD UNIT=&UNIT,SPACE=&WRKSPC
//SORTIN  DD DSN=&SCFILE,DISP=SHR
//SORTOUT DD DSN=&SCFSRTD,DISP=(,PASS,DELETE),
//         UNIT=&UNIT,SPACE=&WRKSPC,
//         DCB=(LRECL=80,BLOKSIZE=27920,RECFM=FB)
//SYSIN   DD DSN=&SLIB(&SRTMBR2),DISP=SHR

//*
//IAFMERGE EXEC PGM=&IAFMG&YEAR
//*/
//*          STEP 3:  MERGE THE SUMMARY COURSE FILE WITH
//*         THE IAF FILE
//*
//STEPLIB  DD DSN=&OBJLIB,DISP=SHR
//IAFIN    DD DSN=&IAFSRTD,DISP=(OLD,DELETE)
//SCFIN    DD DSN=&SCFSRTD,DISP=(OLD,DELETE)
//SYSOUT  DD &PRTMPARM
//ERRRPT   DD &PRTMPARM

//*
//IAFOUT   DD DSN=&IAFNEW,DISP=&IAFNDSP,
//         UNIT=&UNIT,SPACE=&WRKSPC,
//         DCB=(LRECL=440,BLKSIZE=&IAFBLKS,RECFM=FB),
//         VOL=SER=&VOL

//*
//FIXFILE  DD DSN=&FIXFILE,DISP=&FIXDSP,
//         UNIT=&UNIT,SPACE=&WRKSPC,
//         DCB=(LRECL=80,BLOKSIZE=27920,RECFM=FB),
//         VOL=SER=&VOL
Sample Reports

Program Name: IAFMGyr
Output File Name: ERRRPT
Report Title: Error Detail Report and Summary
Source Data: Instructional Activity File and Summary Course File

Report Description:

This report lists errors that occurred while attempting to merge SCF and IAF including the SCF record key, the IAF record key and the error message. Completion statistics include total records read from each file and counts of each type of error.

Data elements Used by the Report Program:
01519 – Course Section Identifier
<table>
<thead>
<tr>
<th>SUMMARY COURSE FILE RECORD KEY</th>
<th>INSTRUCTIONAL ACTIVITY FILE RECORD KEY</th>
<th>FIELD NAME</th>
<th>DATA</th>
<th>ERROR MESSAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABG3103 0112</td>
<td>---------</td>
<td>FUNDING FLAGS</td>
<td>0</td>
<td>FUNDABLE HOURS</td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td>6</td>
<td>NO CORRESPONDING IAF RECORD FOUND</td>
<td></td>
</tr>
<tr>
<td>ABG4361 0072</td>
<td>---------</td>
<td>FUNDING FLAGS</td>
<td>0</td>
<td>FUNDABLE HOURS</td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td></td>
<td>NO CORRESPONDING IAF RECORD FOUND</td>
<td></td>
</tr>
<tr>
<td>ACG2011 0113</td>
<td>ACG2011 0113</td>
<td>TOTAL SCH</td>
<td>0011X0</td>
<td>NON NUMERIC</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FUNDABLE SCH</td>
<td>0010VB</td>
<td>NON NUMERIC</td>
</tr>
<tr>
<td>ACG2011 0114</td>
<td>ACG2011 0114</td>
<td>SECTION ENROLLMENT</td>
<td>0033</td>
<td>IAF ENROLLMENT &gt; SCF ENROLLMENT</td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACG3103 0112</td>
<td>---------</td>
<td>SECTION ENROLLMENT</td>
<td>0022</td>
<td>NO CORRESPONDING SCF RECORD FOUND</td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td>VARIABLE CREDIT FLAG</td>
<td>P</td>
<td></td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td>COURSE CREDIT HOURS</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td>ACTUAL CONTACT HOURS</td>
<td>4.00</td>
<td></td>
</tr>
<tr>
<td>ACG4361 0072</td>
<td>---------</td>
<td>SECTION ENROLLMENT</td>
<td>0034</td>
<td>NO CORRESPONDING SCF RECORD FOUND</td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td>VARIABLE CREDIT FLAG</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td>COURSE CREDIT HOURS</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>---------</td>
<td>ACTUAL CONTACT HOURS</td>
<td>4.00</td>
<td></td>
</tr>
<tr>
<td>PSY6910 0010</td>
<td>PSY6910 0010</td>
<td>SECTION TYPE</td>
<td>C</td>
<td>SECTION TYPES IN CONFLICT</td>
</tr>
<tr>
<td></td>
<td></td>
<td>I</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Program Name: IAFMGyr

Output File Name: ERRRPT

Report Title: Error Detail Report and Summary

Source Data: Instructional Activity File and Summary Course File

Report Description:

This report lists errors that occurred while attempting to merge SCF and IAF including the SCF record key, the IAF record key and the error message. Completion statistics include total records read from each file and counts of each type of error.

Data elements Used by the Report Program:

  01519 – Course Section Identifier
693 SUMMARY COURSE FILE RECORDS READ.
693 INSTRUCTIONAL ACTIVITY FILE RECORDS READ.
691 INSTRUCTIONAL ACTIVITY FILE RECORDS REVISED.
0 UPDATE TRANSACTION RECORDS WRITTEN.

<table>
<thead>
<tr>
<th>ERROR MESSAGE</th>
<th>RECORD COUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO CORRESPONDING IAF RECORD FOUND</td>
<td>2</td>
</tr>
<tr>
<td>NO CORRESPONDING SCF RECORD FOUND</td>
<td>2</td>
</tr>
<tr>
<td>BUDGET ENTITIES IN CONFLICT</td>
<td>0</td>
</tr>
<tr>
<td>SECTION TYPES IN CONFLICT</td>
<td>1</td>
</tr>
<tr>
<td>CAMPUS LOCATIONS IN CONFLICT</td>
<td>0</td>
</tr>
<tr>
<td>PROGRAM CATEGORIES IN CONFLICT</td>
<td>0</td>
</tr>
<tr>
<td>IAF ENROLLMENT &gt; SCF ENROLLMENT</td>
<td>1</td>
</tr>
</tbody>
</table>

INSTRUCTIONAL ACTIVITY FILE / SUMMARY COURSE FILE MERGE
ERROR LISTING AND COMPLETION STATISTICS REPORT

08/15/07
PAGE 2
Submission Procedure (SUSIAFSB)

Flowchart

The Instructional Activity File is used as input to the SUSIAFSB Submission Procedure. The file will be evaluated for acceptance based on the reports included in procedure SUSIAFSB.

- SUSIAFED Edit Procedure
- SUBGOOD IAF Goodfile
- SUSENRCS Enrollment Reports
- SUSIAFS4 Room Validation Report
- SUSIAFS5 Room Schedule Utilization Report
- SUSSPAUT Space Utilization Report
Procedure and Program Descriptions
The procedure SUSIAFSB reads the Instructional Activity File and generates a good file out and the reports used by the Division of Colleges and Universities to determine if a file will be accepted or rejected. The submission procedure accesses the following Instructional Activity File procedures: the IAF edit procedure (SUSIAFED); the Summary Course Section File Enrollment procedure (SUSENRCS); the Valid Room Edit (SUSIAFS4); the Room Schedule Utilization (SUSIAFS5); and the Room Utilization Report Procedure (SUSSPAUT). Each of these procedures may also be run separately and a chapter is included for each in the Section III, Programming Support Section. Refer to each individual procedure for a sample listing of the output generated by each one.

Library Members Referenced

The Procedure Name is    SUSIAFSB
The Program Source Member is   IAFEDyr
The Program Source Member is   STUECyr
The Program Source Member is   STUS2yr
The Program Source Member is   IAFS4yr
The Program Source Member is   IAFS5yr
The Program Sort Member is   IAFSRT1
The Program Sort Member is   SSCFDyr
The IAF Record Format is    IAFFDyr
The Summary Course Format is   SSCFDyr
The Control Card Name is    IAFCTLCD
The Course File Enrollment Generator is IAFS1CTL
The Course File Enrollment Control Card is IAFS2CTL
Procedure Execution Instructions

In order to execute the Instructional Activity File Update Program, complete the steps listed below.

**Step 1:** Prepare the input Instructional Activity File according to the description provided in File Specifications.

**Step 2:** Code the required parameters "UNIVER" and "TRM" (see below).

**Step 3:** Optionally code the parameters to catalog the good file out of the edit program.

### Sample JCL

```
//PROCLIB DD DSN=BOR.PROCLIB,DISP=SHR

//STEP1 EXEC SUSIAFSB,  
//  SUBFILE='your.input.file.name',  
//  SUBGOOD='your.good.output.file.name',  
//  SGDDSP='(,CATLG,DELETE)',  
//  TRM='yyyymm',  
//  TERMID='mmm',  
//  UNIVER='UNIV',  
//  PREV='yyyymm'

// below added to produce 6-A report
//PRNT EXEC PGM=IEBGENER
//SYSPRINT DD SYSOUT=A
//SYSIN DD DUMMY
//SYSUT1 DD DSN=&&RPPRNT,DISP=(OLD,PASS)
//SYSUT2 DD SYSOUT=A

/*EOF

NOTE: The PROCLIB statement is necessary only for those users executing at NWRDC.
```
Complete Procedure Listing

//SUSIAFSB PROC SUBFILE=',          ** INPUT IAF FILE
// VOLSER='VOL=SER=',            ** VOLUME REFERENCE
// FIL='I',                      ** ENROLLMENT FILE TYPE
// TRM=' YYYYMM ',                 ** REPORTING TERM
// UNIVER=UNIV,                  ** REPORTING INST
// NONMAT=Y,                     ** UTIL NO MATCH REPT
// ROOMS='BORV.XREF.ROOMS.AUG',  ** ROOMS SUBFILE
// USECHG='BOR.XREF.SPACE.ROOMCHG.AUG06', ** ROOMUSE CHG FILE
// SUBGOOD=&SUBGOOD,             ** DATASET NAME
// SGDDSP='(NEW,PASS)',          ** DISPOSITION
// SGDVOL=,                      ** GOODFILE VOLUMN
// SGDBLK=27720,                 ** GOODFILE BLOCKSIZE
// SGDSPC='(CYL,(10,05),RLSE)',  ** SPACE
// SGDUN=SYSDA,                  ** UNIT
// SGDLBL=,                      ** LABEL
// SLIB='BOR.IEP.SOURCE',        ** SOURCE LIBRARY
// CNTLDSPP='(,PASS,KEEP)',      ** CNTLDATA DISP
// CNTLSPC='(CYL,(25,5),RLSE)',  ** CNTLDATA SPACE
// CNTLUNT=SYSDA,                ** CNTLDATA UNIT
// SUBENRL=&SUBENRL,              ** DATASET NAME
// SUBDIAG=&SUBDIAG,              ** DATASET NAME OF DIAG FILE
// SENDSP='(NEW,PASS)',          ** DISPOSITION
// DIAGDSP='(NEW,PASS)',         ** DISPOSITION OF DIAG FILE
// SENVOL=,                      ** ENROLLMENT FILE VOL
// DIAGVOL=,                     ** DIAGNOSTIC FILE VOL
// SENSPC='(CYL,(25,1),RLSE)',   ** SPACE
// DIAGSPC='(TRK,(25,5),RLSE)',  ** DIAG SPACE
// SENUN=SYSDA,                  ** UNIT
// DIAGUN=SYSDA,                 ** UNIT DIAG FILE
// SENBLK=27920,                 ** ENRL BLOCKSIZE
// DIAGLBL=,                     ** LABEL DIAGNOSTIC FILE
// SENLBL=                       ** LABEL

/**
/* END OF PROC SYMBOLIC PARAMETERS
/**
/* STEP1: EXECUTE IAF EDIT PROGRAM
/**
/*STEP1 EXEC SUSIAFED,
// YEAR='07',
// IAFILE=&SUBFILE,
// IAFGOOD=&SUBGOOD,
// TERM=&TRM,
// UNIV=&UNIVER
// IAFEDIT.STATRPT DD DSN=&&STAT,DISP=(,PASS),
// UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
BOG/IRM Support Programs

Instructional Activity File Submission Procedure

DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//IAFEDIT.DETRPT DD DSN=&DETR,DISP=(,PASS),
   UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
   DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//IAFEDIT.IAFGOOD  DD DSN=&SUBGOOD,DISP=&SGDDSP,UNIT=&SGDUN,
   SPACE=&SGDSPC,LABEL=&SGDLBL,&VOLSER&SGDVAL,
   DCB=(RECFM=FB,LRECL=440,BLKSIZE=&SGDBLK)
//IAFEDIT.ENRLFILE  DD DSN=&SUBENRL,DISP=&SENDSP,UNIT=&SENUN,
   SPACE=&SENSPC,LABEL=&SENLBL,&VOLSER&SENVOL,
   DCB=(RECFM=FB,LRECL=80,BLKSIZE=&SENBK)
//IAFEDIT.DIAGFILE  DD DSN=&SUBDIAG,DISP=&DIAGDSP,UNIT=&DIAGUN,
   SPACE=&DIAGSPC,LABEL=&DIAGLBL,&VOLSER&DIAGVOL,
   DCB=(RECFM=FB,LRECL=144)
//IAFEDIT.CTLCARD DD DSN=&SLIB(IAFCTLCD),DISP=SHR

* //STEP2 EXEC SUSENRCS,
   PGMYR='06',
   FILE=&FIL,
   TERMU=TRM&UNIVER
//GENPGM.DISPLA DD DSN=&GENDSP,DISP=(,PASS),
   UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
   DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//REPTPGM.DISPLA DD DSN=&EDSP,DISP=(,PASS),
   UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
   DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//REPTPGM.STDPRINT DD DSN=&RPPRNT,DISP=(,PASS),
   UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
   DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//REPTPGM.SUMPRT DD DSN=&SUPR,DISP=(,PASS),
   UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
   DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//GENPGM.CSUBFILE DD DSN=&SUBENRL,DISP=SHR
//GENPGM.CTLINPUT DD DSN=&SLIB(IAFS1CTL),DISP=SHR
//REPTPGM.CTLINPUT DD DSN=&SLIB(IAFS2CTL),DISP=SHR
//CONTROLF DD DSN=&CNTL,DISP=&CNTLDSP,
   UNIT=&CNTLUNT,SPACE=&CNTLSPC,
   DCB=(LRECL=80,RECFM=FB)

/* //STEP3 EXEC SUSIAFS4,
   YEAR='07'
//IAFS4.S4RPT DD DSN=&SRPT4,DISP=(,PASS),
   UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
   DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//IAFS4.IAFILE DD DSN=&SUBGOOD,DISP=(OLD,PASS)
//STEP4 EXEC SUSIAFS5,
   UNIVE=&UNIVER,
   TERMID=&TERMI,
   NONMATER=&NONMAT,
   USECHG=&USECHG,
BOG/IRM Support Programs  Technical
Instructional Activity File  Submission Procedure

// IAFILE=&SUBGOOD,
// PRTPARM1='DSN=&SASLIST, DISP=(,PASS)',
// PRTPARM2='DSN=&HDCNT, DISP=(,PASS)',
// PRTPARM3='DSN=&CAPCNT, DISP=(,PASS)'
Class Meeting Size Report (SUSIAFS1)

This procedure executes program IAFS1yr to produce a report of average class meeting size within campus, course budget entity, discipline, course level, and course section type.

Flowchart
**Procedure and Program Descriptions**

**IAFS1yr**

IAFS1yr is a SAS program which utilizes the university's IAF file to generate the Class Meeting Size Report. The program prints the number and average size of class meetings by course type, level, discipline, budget entity, and campus.

Only fixed credit courses (01114 = 'F') with scheduled meeting times (01197 = 'X' or 'N') are included in this report. The section headcount enrollment (01287) for each course is associated with each day and time the course meets. The enrollment for all classes which meet at the same day and time in the same location within course type, level, discipline, budget entity, and campus, are collapsed to produce only unique course meetings. Within the break criteria, the total enrollment is then divided by the number of unique course meetings to produce average class meeting size.

**Library Members Referenced**

The Procedure Name is   SUSIAFS1
The Program Name is   IAFS1yr

**File and Report Descriptions**

**IAFS1yr**

**Input Files**

IAFILE          Instructional Activity File
                Fixed Format, sequential
                Contains 440 characters

**Reports**

SASLOG          SAS Program Execution Statistics
                Fixed Format, sequential
                Contains 132 characters

SASLIST         Class Meeting Size Report
                Fixed Format, sequential
                Contains 132 characters
Procedure Execution Instructions

In order to execute the Instructional Activity File S1 Program, complete the steps listed below.

Step 1: Insure that the Instructional Activity File you are using is free of any critical errors.

Step 2: Code the appropriate parameter option to select the term(s) desired.

Step 3: Execute the cataloged procedure SUSIAFS1.

Sample JCL

//STEP1 EXEC SUSIAFS1,   
//      TERM=yyyymm,  
//      IAFILE='UNIV.IAF.DSN'

Complete Procedure Listing

//SUSIAFS1 PROC   IAFS1=IAFS1,            ** IAFS1 PROGRAM NAME
//      YEAR=07,                           ** ACADEMIC YEAR
//      IAFILE=,                           ** IAF INPUT FILE DSN
//      SLIB='BOR.IEP.SOURCE',             ** SOURCE CODE LIBRARY
//      WRKSPC='''2000,1000''',            ** SAS WORK SPACE
//      TERM=,                             ** TERM PARAMETER
//      OPTIONS='S=72 NOSOURCE',           ** SAS OPTIONS
//      PRTPARM='SYSOUT=A'                 ** PRINT PARAMETER
//*
//*        END OF PROC SYMBOLIC PARAMETERS
//*
//IAFS1   EXEC SAS,WORK=&WRKSPC,PARM='&OPTIONS,SYSPARM="&TERM"'
//SASLIST DD &PRTPARM
//SASLOG  DD &PRTPARM
//IAFIN   DD DSN=&IAFILE,DISP=SHR
//LIBRARY DD DSN=BOR.SAS.FORMATS,DISP=SHR
//SYSIN   DD DSN=&SLIB(&IAFS1&YEAR),DISP=SHR
Sample Reports

Program Name: IAFS1yr

Output File Name: SASLIST

Report Title: Class Meeting Size Report

Source Data: Instructional Activity File

Report Description:

Number and average size of class meetings by course type, level, discipline, budget entity, and campus.

Data elements Used by the Report Program:
01104 – Course Section Type
01100 – Course Budget Entity Code
01099 – Course Section Location - Campus
01114 – Variable Credit Flag
01197 – Unscheduled Meeting Time Flag
01287 – Section Headcount Enrollment
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**GRADUATE LEVEL - CONT.**

| LABORATORY | 39 | 5.82 | 2 | 36.00 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 5 | 11.80 | 6 | 5.50 | 0 | 0 | 0 | 0 | 52 | 7.52 |
| OTHER      | 0  | 0    | 0 | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 17.00|

**DIRECTED INDIVIDUAL STUDY**

| 6 | 11.50 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 11.50 |

**MATHEMATICS**

| REMEDIAL CLASS LECTURE | 0 | 0 | 5 | 9.00 | 15 | 38.13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 | 30.85 |
| LOWER LEVEL CLASS LECTURE | 323 | 68.99 | 442 | 55.60 | 238 | 38.66 | 278 | 55.54 | 191 | 55.59 | 121 | 33.46 | 296 | 55.81 | 267 | 48.13 | 165 | 45.85 | 78 | 25.79 | 2399 | 52.15 |
| DISCUSSION             | 308 | 34.46 | 6  | 71.00 | 0  | 0     | 45 | 39.71 | 0  | 0     | 0  | 0     | 64 | 33.75 | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 423 | 35.43 |
| LABORATORY             | 0  | 0    | 0  | 0     | 0  | 0     | 73 | 27.67 | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 73 | 27.67 |
| UPPER LEVEL CLASS LECTURE | 189 | 29.58 | 66 | 38.85 | 48 | 28.42 | 25 | 30.44 | 22 | 19.00 | 18 | 20.67 | 48 | 18.13 | 52 | 25.21 | 32 | 18.44 | 4  | 11.50 | 504 | 27.55 |
| DISCUSSION             | 0  | 0    | 0  | 0     | 0  | 0     | 1  | 10.00 | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 1  | 10.00 |
| LABORATORY             | 0  | 0    | 0  | 0     | 0  | 0     | 4  | 24.75 | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 4  | 24.75 |
| OTHER                  | 0  | 0    | 0  | 0     | 0  | 0     | 5  | 14.20 | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 0  | 0     | 5  | 14.20 |
Concurrent Course Report (SUSIAFS2)

This procedure executes programs IAFS2yrA and IAFS2yrB which produce the reports Classes with Concurrent Meeting Times and Classes with Overlapping Meeting Times.

Flowchart
Procedure and Program Descriptions

IAFS2yr

IAFS2yrA and IAFS2yrB are SAS programs that print reports of courses with exactly concurrent meeting time information and courses with any overlapping meetings time information. Courses are determined to be concurrent for program IAFS2yrA if all of the meeting time information for a set of records is identical. Courses are determined to overlap for program IAFS2yrB if any of the meeting time information on any segment occurs in the same location at the same time as another course. This can cause a cascading effect for grouping courses where course "A" overlaps course "B", and course "B" overlaps course "C". All meeting time segment data is printed in each report for all courses. Summaries are given for Section Enrollment for Credit and Actual Section Contact Hours for concurrent courses.

The campus parameter works differently for the two reports. In program IAFS2yrA all meeting time segments must have campus codes compatible with the selected option for the record to be considered for inclusion in the report. As an example, a class which meets three times a week (twice on the main campus, once on a branch campus) would not be included in a main campus report. In program IAFS2yrB a record must have at least one meeting time segment compatible with the selected option for possible inclusion in the report and only those compatible segments are compared for overlap with other courses. Using the above example, only the two meetings scheduled on the main campus would be compared to other scheduled classes. The allowable options for campus selection are 'ALL' campuses, 'MAIN' campus only, or 'BRANCH' campuses only. If a value other than 'MAIN' 'BRANCH' or 'ALL' is specified, the parameter will default to 'MAIN'.

Library Members Referenced

The Procedure Name is SUSIAFS2
The Program Name is IAFS2yrA
The Program Name is IAFS2yrB

File and Report Descriptions

IAFS2yr

Input Files

IAFILE Instructional Activity File
Fixed Format, sequential
Contains 440 characters
Reports

SASLOG  SAS Program Execution Statistics
Fixed Format, sequential
Contains 132 characters

SASLIST  Concurrent Course Report
Fixed Format, sequential
Contains 132 characters

Procedure Execution Instructions

In order to execute the Instructional Activity File S2 Program, complete the steps listed below.

Step 1:  Insure that the Instructional Activity File you are using is free of any critical errors.

Step 2:  Code the appropriate parameter options to select the report and campus option desired.

Step 3:  Execute the cataloged procedure SUSIAFS2.

Sample JCL

//STEP1 EXEC SUSIAFS2,
   //     IAFILE='UNIV.IAF.DSN',
   //     CAMPUS='MAIN',
   //     RPTOPT=B
Complete Procedure Listing

/*
/**
      END OF PROC SYMBOLIC PARAMETERS
/**

//STEP1    EXEC
SAS,WORK=&WRKSPC,PARM='&OPTIONS,SYSPARM="&CAMPUS"'
//SASLIST   DD &PRTPARM
//SASLOG    DD &PRTPARM
//IAFIN     DD DSN=&IAFILE,DISP=SHR
//LIBRARY   DD DSN=BOR.SAS.FORMATS,DISP=SHR
//SYSIN     DD DSN=&SLIB(&IAFS2&YEAR&RPTOPT),DISP=SHR
*/
Sample Reports

Program Name: IAFS2yr

Output File Name: SASLIST

Report Title: Concurrent Course Report

Source Data: Instructional Activity File

Report Description:

Concurrent course report lists the courses which have identical meeting times on all of the meeting time segments.

Data elements Used by the Report Program:

- 01519 – Common Course Identifier
- 01104 – Course Section Type
- 01099 – Course Section Location - Campus
- 01130 – Building Number
- 01131 – Room
- 01123 – Days of Class Meeting
- 01287 – Section Headcount Enrollment
### COURSE LIST

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<th>ENROLL</th>
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Program Name: IAFS2yr

Output File Name: SASLIST

Report Title: Concurrent Course Report

Source Data: Instructional Activity File

Report Description:

Concurrent course report lists the courses that have meeting times that overlaps.

Data elements Used by the Report Program:
01519 – Common Course Identifier
01104 – Course Section Type
01099 – Course Section Location - Campus
01130 – Building Number
01131 – Room
01123 – Days of Class Meeting
01287 – Section Headcount Enrollment
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<td>001304</td>
<td>T R</td>
<td>0900-1040</td>
<td>CLASS LECTURE</td>
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<td>0015</td>
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<td>T R</td>
<td>0900-1040</td>
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<td>0015</td>
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<td>T R</td>
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<td>CLASS LECTURE</td>
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<td>0015</td>
<td>001304</td>
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<td>001304</td>
<td>T R</td>
<td>0900-1040</td>
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<td></td>
<td></td>
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<td></td>
<td></td>
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<td>T R</td>
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<td>21</td>
<td>8.40</td>
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<td>0039</td>
<td>001001</td>
<td>T R</td>
<td>1050-1230</td>
<td>CLASS LECTURE</td>
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<td>4</td>
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<td>001001</td>
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<td>1050-1230</td>
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<td></td>
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<td>8.40</td>
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<td>0003</td>
<td>001351</td>
<td>T R</td>
<td>1240-1420</td>
<td>CLASS LECTURE</td>
</tr>
<tr>
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<td>10</td>
<td>8.40</td>
<td>01</td>
<td>0003</td>
<td>001351</td>
<td>T R</td>
<td>1240-1420</td>
<td>CLASS LECTURE</td>
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<tr>
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<td>12</td>
<td>16.80</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Common Course Numbering Report (SUSIAFS3)

This procedure compares the courses listed on the Instructional Activity File (IAF) with those listed on the Statewide Course Numbering System (SCNS) file. A report of courses found on the IAF which do not have matching entries on the SCNS is produced. Summary reports of the number of non-matching courses by level and total courses on the IAF by level are also produced.

Flowchart
IAFS3yr

IAFS3yr is a SAS program which utilizes the university's IAF file to generate the Common Course Numbering Discrepancy Report. The program prints the course prefix, number, and outside indicator of courses not found on the Florida Department of Education's (DOE) Statewide Course Numbering System (SCNS) sequential file. Two summary reports are also produced. The first shows the total number of courses by level for which no matching entry was found on the SCNS file. The second shows the total number of different courses by level found on the input IAF file. The program can also produce an optional correcting entry file which will contain the transaction code, record key, and field number for all IAF records subject to but not found on the SCNS file. The data field on these records will be filled with a 12 digit integer which groups all records with identical course prefixes, numbers, and outside indicators.

Library Members Referenced

The Procedure Name is SUSIAFS3
The Program Name is IAFS3yr

File and Report Descriptions

Input Files

<table>
<thead>
<tr>
<th>File</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>IAFILE</td>
<td>Instructional Activity File</td>
</tr>
<tr>
<td></td>
<td>Fixed Format, sequential</td>
</tr>
<tr>
<td></td>
<td>Contains 440 characters</td>
</tr>
<tr>
<td>CCNFILE</td>
<td>Statewide Course Numbering System File</td>
</tr>
<tr>
<td></td>
<td>Fixed Format, sequential</td>
</tr>
<tr>
<td></td>
<td>Contains 625 characters</td>
</tr>
<tr>
<td></td>
<td>Maintained by SCNS, ‘DPS.GQ.F70483’</td>
</tr>
</tbody>
</table>
Reports

SASLOG   SAS Program Execution Statistics
         Fixed Format, sequential
         Contains 132 characters

SASLIST  Common Course Numbering Discrepancy Report
         Fixed Format, sequential
         Contains 132 characters

CEFILE   Correcting Entry File
         Fixed Format, sequential
         Contains 80 characters, optional

Procedure Execution Instructions

In order to execute the Instructional Activity File S3 Program, complete the steps listed below.

Step 1:   Insure that the Instructional Activity File you are using is free of any critical errors.

Step 2:   Execute the cataloged procedure SUSIAFS3.

Sample JCL

```
//STEP1 EXEC SUSIAFS3,
   //    IAFILE='UNIV.IAF.DSN'
```
Complete Procedure Listing

//SUSIAFS3 PROC IAFS3=IAFS3,
//    YEAR=07,
//    IAFILE=,
//    SLIB='BOR.IEP.SOURCE',
//    WRKSPC='''1000,500''',
//    CCNFILE='DPS.GQ.F70483',
//    CEOPT=N,
//    CEDSN=,
//    CEDSP='(,PASS,DELETE)',
//    CEUNIT='SYSDA',
//    CEVOL=,
//    CESPC='(TRK,(5,5),RLSE)',
//    OPTIONS='S=72 NOSOURCE',
//    PRTPARM='SYSOUT=A'
//*
//** END OF PROC SYMBOIC PARAMETERS
//**
//STEP1 EXEC SAS,WORK=&WRKSPC,PARM='&OPTIONS,SYSPARM="&CEOPT"'
//SASLIST DD &PRTPARM
//SASLOG DD &PRTPARM
//IAFIN DD DSN=&IAFILE,DISP=SHR
//CCNFILE DD DSN=&CCNFILE,DISP=SHR
//CEFFILE DD DSN=&CEDSN,DISP=&CEDSP,
//    UNIT=&CEUNIT,VOL=SER=&CEVOL,
//    DCB=(BLKSIZE=16000,LRECL=80,RECFM=FB),
//    SPACE=&CESPC
//CSESUBFL DD DUMMY
//LIBRARY DD DSN=BOR.SAS.FORMATS,DISP=SHR
//SYSIN DD DSN=&SLIB(&IAFS3&YEAR),DISP=SHR

8/20/2007 86
Sample Reports

Program Name: IAFS3yr
Output File Name: SASLIST
Report Title: Common Course Numbering Discrepancy Report
Source Data: Instructional Activity File / Statewide Course Numbering File

Report Description:

Report of course prefix, number, and outside indicator for courses not found on the Statewide Course Numbering System file.

Data elements Used by the Report Program:
01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
<table>
<thead>
<tr>
<th>PREFIX</th>
<th>LVL</th>
<th>NUMBER</th>
<th>INDIC</th>
<th>PREFIX</th>
<th>LVL</th>
<th>NUMBER</th>
<th>INDIC</th>
<th>PREFIX</th>
<th>LVL</th>
<th>NUMBER</th>
<th>INDIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>POS</td>
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<td>003</td>
<td>C</td>
<td>AMH</td>
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<td></td>
<td>HSA</td>
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<td>225</td>
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<td>ADV</td>
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<td>003</td>
<td>C</td>
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<td>906</td>
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<td>HSA</td>
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<td>427</td>
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<tr>
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<td>310</td>
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<td>CCJ</td>
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<tr>
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<td>092</td>
<td>C</td>
<td>CIS</td>
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<td>900</td>
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<tr>
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<td>CLP</td>
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<td>002</td>
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<td>6</td>
<td>061</td>
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<td>HSC</td>
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<td>912</td>
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<tr>
<td>ENE</td>
<td>3</td>
<td>023</td>
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</table>
Program Name: IAFS3yr

Output File Name: SASLIST

Report Title: Common Course Numbering Discrepancy Report

Source Data: Instructional Activity File /
Statewide Course Numbering File

Report Description:

Summary of non-matching courses by level and total courses on IAF by level.

Data elements Used by the Report Program:
01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
### COMMON COURSE NUMBERING DISCREPANCY REPORT

#### SUMMARY OF NON-MATCHING COURSES BY LEVEL

<table>
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<th>LVL</th>
<th>U</th>
<th>Total</th>
</tr>
</thead>
<tbody>
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<td>1</td>
<td>22</td>
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<tr>
<td>Total</td>
<td>131</td>
<td>1</td>
<td>22</td>
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</tbody>
</table>

### SUMMARY OF TOTAL COURSES ON IAF BY LEVEL

<table>
<thead>
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<th>LVL</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
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<td>131</td>
<td>55</td>
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<tr>
<td>Total</td>
<td>131</td>
<td>55</td>
</tr>
</tbody>
</table>
Valid Room/Site Location Edit (SUSIAFS4)

This procedure compares the room locations contained in class segments of the Instructional Activity File with those on the Physical Facilities File and creates a report listing any discrepancies which are found.

Flowchart
Procedure and Program Descriptions

IAFS4yr

IAFS4yr is a COBOL program which provides the user with a method of insuring that the rooms reported on the Instructional Activity File with an Unscheduled Meeting Time flag of "X" are also reported on the Physical Facilities Space File. The output from the program consists of totals for the number of records read, meeting time segments tested, number of invalid room locations encountered and the number of invalid site records. Invalid room locations are those where the combination of campus-id, building number, and room number are not contained on the Physical Facilities Space File. These statistics appear on the last page of the report and are titled "Completion Statistics". A report listing each class segment with an invalid room precedes the completion page.

In addition to the report, a correcting entry file is also produced. The file is in the same format as the correcting entry file created by the Edit program and may be used as input into the Update program after the correct data has been supplied.

Library Members Referenced

The Procedure Name is SUSIAFS4
The Program Name is IAFS4yr

File and Report Descriptions

IAFS4yr

Input Files

IAFILE Instructional Activity File
Fixed Format, sequential
Contains 440 characters

SPAFLE Physical Facilities Space File – Room Subfile
Fixed Format, VSAM
Contains 45 characters

Output Files

8/20/2007 92
Reports

CORRDATA Correcting Entry File
   Fixed Format, sequential
   Contains 80 characters

SYSOUT System Completion Statistics
   Fixed Format, sequential
   Contains 132 characters

ERRLIST Detail Error List
   Fixed Format, sequential
   Contains 132 characters

Procedure Execution Instructions

In order to execute the Instructional Activity File S4 Program, complete the steps listed below.

Step 1: Insure that the Instructional Activity File you are using is free of any critical errors.

Step 2: If page size default is to be overridden, code the appropriate number for lines per page using the procedure SUSIAFS4. The default is 60 lines.

Step 3: Code the UNIV parameter to the university being submitted.

Step 4: Execute the cataloged procedure SUSIAFS4.

Sample JCL

```//STEP1 EXEC SUSIAFS4,  
  //   IAFILE='univ.submit.iaf'
```

The Room subfile used in the verification process is updated annually after the Physical Facilities Space File has been submitted and accepted. The dataset names and storage location for these VSAM datasets is as follows:

at CNS/NER:         dsn = SUSV.XREF.BOR.ROOMS.AUG**

at NWRDC:           dsn = BORV.XREF.ROOMS.AUG**

8/20/2007 93
Where ** is substituted with the first year of the current academic year.

Note: See section IV File Information for Room Subfile File Format.

Complete Procedure Listing

```plaintext
//SUSIAFS4  PROC  IAFS4=IAFS4, ** IAFS4 PROGRAM NAME
  //    YEAR=07, ** ACADEMIC YEAR
  //    IAFILE=, ** IAF INPUT FILE DSN
  //    PGSIZE=60, ** LINES PER PAGE
  //    ROOMS='BORV.XREF.ROOMS.AUG', ** SPACE FILE DSN
  //    OBJLIB='BOR.LINKLIB', ** OBJECT CODE LIBRARY
  //*
  //    FIXFILE='&FIXFILE', ** CORR ENTRY FILE DSN
  //    FIXDSP='(,PASS)', ** CORR ENTRY FILE DISP
  //    UNIT='SYSDA', ** WORK UNIT
  //    VOL=, ** WORK VOLUME
  //    WRKSPC='(TRK,(25,10),RLSE)', ** WORK SPACE
  //    PRTParm='SYSOUT=A' ** PRINT PARAMETER
  //*
  //*
  //IAFS4   EXEC PGM=&IAFS4&YEAR,PARM='&PGSIZE'
  //SYSOUT  DD &PRTPARM
  //STEPLIB  DD DSN=&OBJLIB,DISP=SHR
  //SPAFILE  DD DSN=&ROOMS&YEAR,DISP=SHR
  //IAFILE   DD DSN=&IAFILE,DISP=SHR
  //S4RPT    DD &PRTPARM
  //FIXFILE  DD DSN=&FIXFILE,DISP=&FIXDSP,
  //    UNIT=&UNIT,VOL=SER=&VOL,SPACE=&WRKSPC,
  //    DCB=(RECFM=FB,LRECL=80,BLKSIZE=27920)
```
Sample Reports

Program Name: IAFS4yr

Output File Name: ERRLIST

Report Title: Valid Room Location Report

Source Data: Instructional Activity File / Physical Facilities Space File

Report Description:

Report of room locations reported on IAF and not found on the Space File by course id, campus, building and room.

Data elements Used by the Report Program:

- 01195 – Common Course Prefix
- 01196 – Common Course Number
- 01003 – Common Course Outside Indicator
- 01099 – Course Section Location – Campus
- 01130 – Building Number
- 01131 - Room
## SUSIAFS4 V1-07

### INSTRUCTIONAL ACTIVITY FILE

### VALID ROOM LOCATION EDIT

**SPACE FILE TERM:** 200705

**UNIV:** UNIV

---

**RECORD KEY** | **SEG** | **UNIV** | **CAMPU** | **BLDG** | **ROOM** | **CORRECTION FIELDS** | **BUILDING** | **ROOM**
---|---|---|---|---|---|---|---|---
AGGS5825 | 301 | 01 | UNIV | 01 | 0562 | 0300 | _ _ _ _ | _ _
AGGS5910 | 602 | 01 | UNIV | 01 | 0562 | 0300 | _ _ _ _ | _ _
ANSS3244 | 001 | 01 | UNIV | 01 | 0562 | 0300 | _ _ _ _ | _ _
ARC1301 | 301 | 01 | UNIV | 01 | 0016 | 0346E | _ _ _ _ | _ _
ARC6357 | 301 | 01 | UNIV | 01 | 0016 | 0132A | _ _ _ _ | _ _
ARC6910 | 601 | 01 | UNIV | 01 | 0016 | 0132G | _ _ _ _ | _ _
ARC6971 | 601 | 01 | UNIV | 01 | 0016 | 0132B | _ _ _ _ | _ _
CEN5070 | 001 | 01 | UNIV | 01 | 0112 | B 0017C | _ _ _ _ | _ _
CESS5290 | 001 | 01 | UNIV | 99 | 0077 | 0135E | _ _ _ _ | _ _
GEB5935 | 601 | 01 | UNIV | 01 | 0036 | N 0305 | _ _ _ _ | _ _
PHEC6018 | 301 | 01 | UNIV | 01 | 0074 | 0107 | _ _ _ _ | _ _
PHEC6050 | 301 | 01 | UNIV | 01 | 0074 | 0107 | _ _ _ _ | _ _
POS6971 | 601 | 01 | UNIV | 01 | 0562 | 0300 | _ _ _ _ | _ _
SPIN3500 | 301 | 01 | UNIV | 80 | 0014 | 0204 | _ _ _ _ | _ _

**TOTAL RECORDS READ:** 2,668

**TOTAL NUMBER OF SEGMENTS TESTED:** 2,614

**TOTAL NUMBER OF INVALID SEGMENTS:** 37

---

**SPACE FILE TERM:** 200705

---

**COMPLETION STATISTICS**
Classroom Utilization Report (SUSIAFS5)

This procedure compares the room locations contained in class segments of the Instructional Activity File with those on the Physical Facilities File and creates the following reports:

a) Room Schedule Utilization listing the number and percentages of classrooms and laboratories in use during each hour of the day.
b) Instructional Space Utilization by room type, campus, building and room.
c) Rooms reported on the Instructional Activity File but not on the Space File.

Flowchart

```
VSAM Room Subfile

Edited IAF file

Room Use Change File

Execute program IAFS5yr

System completion statistics

Room Schedule Utilization Report

Space Utilization Report

Room Utilization Report 2 (optional)
```
IAFS5yr

IAFS5yr is a SAS program which produces three reports of classroom utilization. Courses on the input IAF file which are coded with an Unscheduled Meeting Time flag not equal to "T" are compared to the room subfile. Room Schedule Utilization Report is generated for all classrooms (room use 110), laboratories (room use 210), and all other rooms with the option to break out all room use codes. A room is considered as being utilized for a given hour if it is used for a class for any portion of that hour. Only classrooms and laboratories which are located on the main campus, not under construction, and with a room ownership code of 1, 2 or 3 are included in the specific room type reports. Room joint use indicator must be equal to A and room budget entity cannot equal 4. Space Utilization Report calculates the utilization percentages for each room based on the standard utilization algorithms. The utilizations for each room are then reported along with a listing of all classes meeting in rooms not selected from the room subfile.

Rooms that are not reported on the Space file may be temporarily added using the Room Use change file. Records reported on the Room use change file are valid for the current program year only.

The Room Use Change file format is now the same format as the Rooms Subfile (See File Information Section for file format). This will allow the update of any of the following elements on the IAFS5 reports:
10063 - Room Budget Entity
10002 – Room Use Code
10009 – Room Capacity –Design
10035 – Building Condition
10021 – Building Ownership
10012 – Building Status
10010 – Room Capacity –Actual
10039 – Room Joint –Use Indicator

The IAFS5 report titled ‘IAF RECORDS WITH NO MATCHING ROOM FILE RECORD’ has been altered to exclude rooms where Building Ownership (10021) does not equal State Owned (1, 2, 3).

Selection Criteria for Rooms included in the Space Utilization Report:
Reject from the Room Subfile:
If Building Status (10012) = 4, under construction
If Building Condition (10035) = 5 or 6; demolition, termination,
Weekly Room Hours = Total Hours the room is used each week. (An hour is defined as 50 minutes, the total minutes are truncated to whole hours)

Weekly Student Station Hours = Weekly Room Hours * Section Enrollment for Credit.

Classroom Utilization (%) = \( \frac{\text{Weekly Room Hours}}{40.00} \) * 100

Classroom Station Utilization (%) = \( \frac{\text{Weekly Student Station Hours}}{\text{Room Capacity (Design)} * 40.00 * 0.6} \) * 100

Lab Utilization (%) = \( \frac{\text{Weekly Room Hours}}{22} \) * 100

Lab Station Utilization (%) = \( \frac{\text{Weekly Student Station Hours}}{\text{Room Capacity (Design)} * 22 * 0.8} \) * 100

Actual Use (%) = \( \frac{\text{Weekly Student Station Hours}}{\text{Room Capacity (Design)} * \text{Weekly Room Hours}} \) * 100

Reject from the Instructional Activity File:
If Unscheduled Meeting Time Flag (01197) = T, unscheduled OR UF or USF Course Budget Entity = 4 or 6; Health/Medical Center, Shands.

The formulas used for the calculation of Classroom, Laboratory, and Station Utilization are listed below:
Weekly Room Hours = Total Hours the room is used each week. (An hour is defined as 50 minutes, the total minutes are truncated to whole hours)

Weekly Student Station Hours = Weekly Room Hours * Section Enrollment for Credit.

Library Members Referenced
The Procedure Name is SUSIAFS5
The Program Name is IAFS5yr
The Room Use Change Program Name is SETUSEyr

File and Report Descriptions

IAFS5yr

Input Files

IAFILE Instructional Activity File
Fixed Format, sequential
Contains 440 characters

ROOMFILE Physical Facilities Space File – Room Subfile
Fixed Format, VSAM
Contains 45 characters

USEIN Room Use Change File – built by institutions
Fixed Format, sequential
Contains 45 characters, optional

Reports

SYSOUT System Completion Statistics
Fixed Format, sequential
Contains 132 characters

S5RPT Room Schedule Utilization and Space Utilization Reports
Fixed Format, sequential
Contains 132 characters

S5RPT2 Detail Room Schedule Utilization Report
Fixed Format, sequential
Contains 132 characters, optional

Procedure Execution Instructions

In order to execute the Instructional Activity File S5 Program, complete the steps listed below.

8/20/2007 100
**Step 1:** Insure that the Instructional Activity File you are using is free of any critical errors.

**Step 2:** If page size default is to be overridden, code the appropriate number for lines per page using the symbolic ‘PGSIZE’. The default is 58 lines.

**Step 3:** Code the TERMD parameter to the term being submitted (MAY, AUG or JAN).

**Step 4:** Select the campus site to be reported by using the campus code parm in the procedure SUSIAFS5. The default is ‘01’ Main Campus - Campus Code 01.

**Step 5:** Code USEDTL ‘N’ to group all non 110 or 210 room use codes into ‘Other’ category. Code ‘Y’ to break out all room use codes. The default is ‘N’.

**Step 6:** Code SUMTYP ‘R’ to report Room Utilization by room count. Code ‘C’ to report by actual capacity. Code ‘B’ to report both by room count and actual capacity. The default is ‘R’.

**Step 7:** Code RECDTL ‘Y’ to include a detail list of all classrooms used to calculate the Room Utilization Report. Code ‘N’ to exclude detail records report. The default is ‘Y’.

**Step 8:** Code NONMAT ‘Y’ for a report of non matching rooms. Default is ‘Y’.

**Step 9:** Code RPT ‘B’ for no grouping by room use code. Default is ‘A’ for grouping by room use code.

**Step 10:** Code USECHG with the name of your Room Use Change File, if there are no changes to Room Use Code, delete line.

**Step 11:** Execute the cataloged procedure SUSIAFS5.

---

**Sample JCL**

```plaintext
//STEP1   EXEC SUSIAFS5,
//        UNIV='univ',
//        TERMID=mmm,
//        CAMPUS='01',
//        YEAR=yr,
//        USEDTL=N,
//        SUMTYP=R,
//        RECDTL=N,
//        NONMAT=N,
//        RPT=A,
```

8/20/2007 101
The Room subfile used in the verification process is updated annually after the Physical Facilities Space File has been submitted and accepted. The dataset names for these VSAM datasets are cataloged and are as follows:

at NERDC: \texttt{dsn = SUSV.XREF.BOR.ROOMS.AUG**}

at NWRDC: \texttt{dsn = BORV.XREF.ROOMS.AUG**}

Where ** is substituted with the first year of the current academic year.

\textbf{Note:} See section IV File Information for Room Subfile File Format.
Complete Procedure Listing

```
//SUSIAFS5  PROC IAFS5=IAFS5,    ** IAFS5 PROGRAM NAME
//    WKSPC='''8000,1200''',  ** SAS WORK SPACE
//    YEAR=07,              ** ACADEMIC YEAR
//    TERMID=,              ** ACADEMIC TERM
//    IAFILe=,               ** IAF INPUT FILE DSN
//    ROOMS='BORV.XREF.ROOMS.AUG',  ** ROOM SUBFILE DSN
//    USECHG='BOR.XREF.SPACE.ROOMCHG.EMPTY',  ** UNIV SUBMIT CHG
//    USECHG2='BOR.XREF.SPACE.ROOMCHG.AUG',  ** ROOMUSE CHANGE
//    UNIV=,                ** UNIVERSITY INITIALS
//    CAMPUS='01',          ** CAMPUS SECTION
//    USEDTL=N,             ** ROOM USE DETAIL
//    SUMTYP=R,             ** SUM BY ROOMS/CAPACITY
//    RECDTL=N,             ** INCLUDE RECORD DETAIL
//    NONMAT=Y,             ** REPORT OF NON MATCHING
//    RPT=A,                ** GROUP BY ROOM USE CODE
//    UNIT=SYSDA,           ** REPORT UNIT
//    SPACE='(TRK,(25,10),RLSE)',  ** REPORT SPACE
//    SLIB='BOR.IEP.SOURCE',  ** SOURCE LIBRARY
//    OPTIONS='S=72',       ** SAS OPTIONS
//    PRTPARM1='SYSOUT=A',  ** PRINT PARM FOR REPORT 1
//    PRTPARM2='SYSOUT=A',  ** PRINT PARM FOR REPORT 2
//    PRTPARM3='SYSOUT=A',  ** PRINT PARM FOR REPORT 3
//    PRTPARM4='SYSOUT=A'   ** PRINT PARM FOR REPORT 4
//*
//*   END OF SYMBOLIC PARAMETERS
//*
//*   THIS PROCEDURE READS THE INSTRUCTIONAL ACTIVITY GOODFILE
//*   SUPPLIED BY THE USER AND MATCHES IT AGAINST A SUBFILE
//*   OF THE PHYSICAL FACILITIES SPACE FILE, PRODUCING A REPORT OF
//*   ROOM UTILIZATION FOR CLASSROOMS AND LABS
//*
//IAFS5 EXEC SAS,WORK=&WKSPC,PARM='&OPTIONS
//SYSPARM="&TERMID&YEAR&USEDTL&SUMTYP&RECDTL&NONMAT&RPT
//           &CAMPUS&UNIV''
//       SASLIST DD &PRTPARM1,
//       DCB=(LRECL=133,RECFM=FBA,BLKSIZE=133),
//       UNIT=&UNIT,SPACE=&SPACE
//       HDCNT DD &PRTPARM2,
//       DCB=(LRECL=133,RECFM=FBA,BLKSIZE=133),
//       UNIT=&UNIT,SPACE=&SPACE
//       CAPCNT DD &PRTPARM3,
//       DCB=(LRECL=133,RECFM=FBA,BLKSIZE=133),
//       UNIT=&UNIT,SPACE=&SPACE
//       RECDTL DD &PRTPARM4,
//       DCB=(LRECL=133,RECFM=FBA,BLKSIZE=133),
```
// USEFMT DD
UNIT=SYSDA, DCB=(LRECL=80, RECFM=FB), SPACE=(TRK, (5, 5), RLSE)
// SLIB DD DSN=&SLIB, DISP=SHR
// LIBRARY DD DSN=BOR.SAS.FORMATS, DISP=SHR
// FDLIB DD DSN=BOR.SAS.FD.SOURCE, DISP=SHR
// AUTOLIB DD DSN=BOR.SAS.SASUSER, DISP=SHR
// IAFILE DD DSN=&IAFILE, DISP=SHR
// ROOMFILE DD DSN=&ROOMS&YEAR, DISP=SHR
// USEIN DD DSN=&USECHG, DISP=SHR
// USEIN2 DD DSN=&USECHG2&YEAR, DISP=SHR
// UFORMATT DD DSN=&SLIB(&PGMUSE&YEAR), DISP=SHR
// SYSIN DD DSN=&SLIB(&IAFS5&YEAR), DISP=SHR
Sample Reports

Program Name: IAFS5yr

Output File Name: SASLIST

Report Title: IAF Records with No Matching Room File Record

Source Data: Instructional Activity File / Physical Facilities Space File

Report Description:

Records reported on IAF and not found on the Space File by course id, campus, building and room.

Data elements Used by the Report Program:

01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
01099 – Course Section Location – Campus
01130 – Building Number
01131 - Room
<table>
<thead>
<tr>
<th>Obs</th>
<th>RPINST</th>
<th>CRSSCID</th>
<th>BLDGNO</th>
<th>ROOM</th>
<th>CRSCAMP</th>
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<tbody>
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<td>0016</td>
<td>0241</td>
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<td>ARC2304 303</td>
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<td>ARC4341 301</td>
<td>0016</td>
<td>0241</td>
<td>01</td>
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</tbody>
</table>
Program Name: IAFS5yr

Output File Name: SASLIST

Report Title: Classes Scheduled Before 6am or After Midnight

Source Data: Instructional Activity File / Physical Facilities Space File

Report Description:

Records reported on IAF where the beginning time of the course is before 6am or the ending time is after 12am listed by course id, building, room, campus, and enrollment headcount.

Data elements Used by the Report Program:

01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
10099 – Course Section Location – Campus
01130 – Building Number
01131 - Room
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Program Name: IAFS5yr

Output File Name: S5RPT

Report Title: Instructional Space Utilization Report

Source Data: Instructional Activity File / Physical Facilities Space File

Report Description:

Report of buildings and rooms showing the room utilization, weekly room hours, room capacity, station hours and station utilization.

Data elements Used by the Report Program:

01045 – Reporting Institution
01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
10099 – Course Section Location – Campus
01130 – Building Number
01131 – Room
10002 – Room Use Code
10035 – Building Condition
10021 – Building Ownership
10012 – Building Status
10009 – Room Capacity - Design
## INSTRUCTIONAL SPACE UTILIZATION REPORT

### By Campus, Building, and Room

**PGM = IAFS507-V01**

**STATE UNIVERSITY SYSTEM**

**UNIV-UNIVERSITY NAME ROOMUSE=110**

### WEEKLY

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<th>ROOM UTILIZATION</th>
<th>ROOM CAPACITY</th>
<th>WEEKLY STUDENT HOURS</th>
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```
119 3,021 63.4664 6,183 96,440 64.9900 55.1963
```

8/20/2007 110
Program Name: **IAFS5yr**

Output File Name: **S5RPT**

Report Title: **Room Schedule Utilization Report**

Source Data: **Instructional Activity File / Physical Facilities Space File**

Report Description:

Number and percentage of classrooms being utilized by day of week and hour of day.

Data elements Used by the Report Program:
- 01045 – Reporting Institution
- 01195 – Common Course Prefix
- 01196 – Common Course Number
- 01003 – Common Course Outside Indicator
- 10099 – Course Section Location – Campus
- 01130 – Building Number
- 01131 – Room
- 10002 – Room Use Code
- 10035 – Building Condition
- 10021 – Building Ownership
- 10012 – Building Status
- 10009 – Room Capacity - Design
|       | 6 AM | 7 AM | 8 AM | 9 AM | 10 AM | 11 AM | NOON | 1 PM | 2 PM | 3 PM | 4 PM | 5 PM | 6 PM | 7 PM | 8 PM | 9 PM | 10 PM | 11 PM |
|-------|------|------|------|------|-------|-------|------|------|------|------|------|------|------|------|------|-------|-------|
| SUN   | 0    | 0    | 0    | 0    | 0     | 0     | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0     | 0     | 0     |
| MON   | 1    | 5    | 39   | 65   | 68    | 67    | 77   | 69   | 64   | 63   | 32   | 50   | 51   | 42   | 22   | 0     | 0     | 0     |
| TUE   | 2    | 8    | 39   | 78   | 76    | 78    | 84   | 69   | 62   | 75   | 64   | 47   | 48   | 33   | 15   | 2     | 2     | 0     |
| WED   | 1    | 5    | 39   | 69   | 68    | 68    | 76   | 68   | 62   | 66   | 34   | 53   | 54   | 44   | 19   | 1     | 1     | 0     |
| THU   | 2    | 3    | 39   | 80   | 73    | 80    | 88   | 72   | 65   | 77   | 63   | 44   | 49   | 34   | 17   | 2     | 2     | 0     |
| FRI   | 0    | 4    | 37   | 58   | 59    | 60    | 66   | 63   | 61   | 51   | 15   | 5    | 5    | 5    | 1    | 0     | 0     | 0     |
| SAT   | 0    | 1    | 3    | 4    | 4     | 4     | 2    | 3    | 2    | 2    | 1    | 0    | 0    | 0    | 0    | 0     | 0     | 0     |

|       | 6 AM | 7 AM | 8 AM | 9 AM | 10 AM | 11 AM | NOON | 1 PM | 2 PM | 3 PM | 4 PM | 5 PM | 6 PM | 7 PM | 8 PM | 9 PM | 10 PM | 11 PM |
|-------|------|------|------|------|-------|-------|------|------|------|------|------|------|------|------|------|-------|-------|
| SUN   | 0.0  | 0.0  | 0.0  | 0.0  | 0.0   | 0.0   | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0   | 0.0   | 0.0   |
| MON   | 0.8  | 4.2  | 32.8 | 54.6 | 57.1  | 56.3  | 64.7 | 58.0 | 53.8 | 52.9 | 26.9 | 42.0 | 42.9 | 35.3 | 18.5 | 0.0   | 0.0   | 0.0   |
| TUE   | 1.7  | 6.7  | 32.8 | 65.5 | 63.9  | 65.5  | 70.6 | 58.0 | 52.1 | 63.0 | 53.8 | 39.5 | 40.3 | 27.7 | 12.6 | 1.7   | 1.7   | 0.0   |
| WED   | 0.8  | 4.2  | 32.8 | 58.0 | 57.1  | 57.1  | 63.9 | 57.1 | 52.1 | 55.5 | 28.6 | 44.5 | 45.4 | 37.0 | 16.0 | 0.8   | 0.8   | 0.0   |
| THU   | 1.7  | 2.5  | 32.8 | 67.2 | 61.3  | 67.2  | 73.9 | 60.5 | 54.6 | 64.7 | 52.9 | 37.0 | 41.2 | 28.6 | 14.3 | 1.7   | 1.7   | 0.0   |
| FRI   | 0.0  | 3.4  | 31.1 | 48.7 | 49.6  | 50.4  | 55.5 | 52.9 | 51.3 | 42.9 | 12.6 | 4.2  | 4.2  | 4.2  | 0.8  | 0.0   | 0.0   | 0.0   |
| SAT   | 0.0  | 0.8  | 2.5  | 3.4  | 3.4   | 3.4   | 1.7  | 2.5  | 1.7  | 1.7  | 0.8  | 0.0  | 0.0  | 0.0  | 0.0  | 0.0   | 0.0   | 0.0   |
Enrollment by Course Report (SUSIAFS6)

This procedure produces a report of total student enrollment by course prefix and by university. All records on the IAF are utilized in generating this report.

Flowchart

Edited IAF file

Execute program IAFS6yr

System message log

Report of Instructional Activity
Procedure and Program Descriptions

IAFS6yr
IAFS6yr is a COBOL program which produces a report of total enrollment at course prefix and university levels. All courses on the input IAF file are used in the report. A detail report of all segments used in calculating enrollment totals is also produced.

Library Members Referenced

The Procedure Name is    SUSIAFS6
The Program Name is    IAFS6yr
The IAF record format is    IAFFDyr

File and Report Descriptions

IAFS6yr

Input Files

IAFILE    Instructional Activity File
Fixed Format, sequential
Contains 440 characters

Reports

SYSOUS    System Completion Statistics
Fixed Format, sequential
Contains 132 characters

S6RPT    Report of Instructional Activity
Fixed Format, sequential
Contains 132 characters
Procedure Execution Instructions

In order to execute the Instructional Activity File S6 Program, complete the steps listed below.

**Step 1:** Insure that the Instructional Activity File you are using is free of any critical errors.

**Step 2:** Execute the cataloged procedure SUSIAFS6.

Sample JCL

```
//STEP1 EXEC SUSIAFS6,
   //     IAFILE='UNIV.IAF.DSN'
```

Complete Procedure Listing

```
//SUSIAFS6  PROC IAFS6=IAFS6,           ** IAFS6 PROGRAM NAME
//    IAFILE=IAFS6,                           ** IAFS6 PROGRAM NAME
//    IAFILE=,                           ** IAF INPUT FILE DSN
//    OBJLIB='BOR.LINKLIB',              ** OBJECT CODE LIBRARY
//    PRTPARM='SYSOUT=A'                 ** PRINT PARAMETER
//*   END OF SYMBOLIC PARAMETERS
//*
//*     THIS PROCEDURE GENERATES A REPORT OF TOTAL STUDENT
//*     ENROLLMENT AT THE COURSE PREFIX AND UNIVERSITY LEVELS.
//*
//IAFS6    EXEC PGM=&IAFS6&YEAR
//STEPLIB  DD DSN=&OBJLIB,DISP=SHR
//SYSOUT   DD &PRTPARM
//IAFILE   DD DSN=&IAFILE,DISP=SHR
//S6RPT    DD &PRTPARM
```
Sample Reports

Program Name: IAFS6yr

Output File Name: S6RPT

Report Title: Report of Instructional Activity

Source Data: Instructional Activity File

Report Description:

Report of total enrollment at course prefix and university levels.

Data elements Used by the Report Program:
01195 – Common Course Prefix
01196 – Common Course Number
01003 – Common Course Outside Indicator
01099 – Course Section Location – Campus
01130 – Building Number
01131 – Room
01098 – Course Program Category
01510 – Total Student Credit Hours
01511 – Total Fundable SCH for Course Section
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**TOTALS FOR DEPARTMENT ACG:**

| 597 | 89.40 | 1,791.0 | 1,755.0 |

**TOTALS FOR UNIVERSITY:**

| 597 | 89.40 | 1,791.0 | 1,755.0 |
Enrollment Reports (SUSENRCS)

STUECyr
This program generates the data to be passed to the Enrollment Report Writer Program (STUS2yr) in order to generate the Standard Enrollment Report 6. It uses as input the Summary Course Section File. The Summary Course Section File can be selected during the execution of the Student Data Course file edit procedure (SUSSDEDV), the Instructional Activity File edit procedure (SUSIAFED) or the Instruction and Research Data File edit procedure (SUSIRDED).

STUS2yr
Program STUS2yr summarizes the data in the Enrollment Detail File created by program STUECyr. Enrollment reports 6-A and 6-B which are generated by STUS2yr print credit hour statistics by budget entity (optionally), and campus (optionally). Detail is generated by discipline and by student level.

ENROLL6A
Program ENROLL6A creates a report of the percentage of increase/decrease in credit hours from the previous to the current 6A reports.
Procedure and Program Descriptions

Input Files STUECyr

CSUBFILE  Summary Course Section File
          Sequential, Optional
          Fixed Format, 80 Characters.

CTLINPUT  Control Card File
          Sequential
          Fixed Format, 80 Characters.
Indicates the job control and report specifications of the user.

Output Files

ENRLDATA  Enrollment Data Detail File
          Sequential
          Fixed Format, 23 Characters
Contains all generated detail records, which are necessary for the selected reports. This file is passed via a sort step to the Enrollment Report Writer Program (STUS2yr).

Printer Output

DISPLA    Processing Information File
          Sequential
          Fixed Format, 133 Characters
Contains all job processing information such as control card specifications, report selections, processing error messages and statistical information.

Input Files STUS2yr

ENRLDATA  Enrollment Data Detail File
          Sequential
          Fixed Format, 23 Characters.
Contains all of the detail data generated by the Enrollment Data Detail Generator Program (STUECyr).

CTLINPUT  Control Card File
          Sequential
          Fixed Format, 80 Characters.
Includes information for labeling of the reports.
Printer Output

STDPRINT  Standard Report Print File
          Sequential
          Fixed Format, 133 Characters
Contains Headcount and Credit Hour Enrollment Report 6.

DISPLA    Processing Information File
          Sequential
          Fixed Format, 133 Characters
Indicates control card and report specifications selections, processing error message, and program statistics.

Library Members Referenced

The Procedure Name is    SUSENRCS
The Procedure Sort Source Member is  SSDCESRT
The Summary Course Program Names are STUECyr
                                STUS2yr
                                ENROLL6A

Procedure Execution Instructions

To execute the SUSENRCS procedure, follow these steps.

Step 1:    Prior to continuing with the current execution instructions the user should have created a Detail Course Section File by selecting that option on the Student Data Course File Edit Program (STUEDyr) control card of procedure SUSSDEDV. The Detail Course Section File should have been summarized and edited with program (SUSCRyr) and should be free of errors.

          A summary Course Section File may also have been created during the Instructional Activity File edit procedure (SUSIAFED) or I&R Data File editing procedure (SUSIRDED). Refer to the edit procedures of these programs for explicit instructions for the use of these programs in creating the Summary Course Section File.

Step 2:    Code the desired Control Card options for program STUECyr from the specifications below:

Step 3:    Code control cards for program STUS2yr from the specifications listed below: Some control card options are not applicable to the execution of procedure
SUSENRCS. In these cases (such as Graduate Full-time Indicator) the Fields should be coded with default options.

**Step 4:** Execute catalogued procedure SUSENRCS using the Summary Course Section File as input.

**Sample JCL**

```plaintext
//STEP1    EXEC SUSENRCS,
//UNIV='UUU'
//PREV=AAAABB
//   GENODSP='Enrollment Data Detail File Disposition',
//   GENOSPC='Enrollment Data Detail File Space',
//   GENOUNT='Enrollment Data Detail File Unit',          SYSDA
//   GENOVOL='Enrollment Data Detail File Volume',
//   CSUBFIL='Summary Course Section File Data Set Name',  I
//   SORTBLK='Summary Course File Block 6510 Size'
//   ...
//GENPGM.CTLINPUT DD *
Insert Control Card 1 prepared in Step 2.
//REPTPGM.CTLINPUT DD *
Insert Control Card 1 prepared in Step 3.
Insert Control Card 2 prepared in Step 3.
/*
```
Transaction Layouts

SUSENRCS Control Card Information

**STUECyr - Control Card**

<table>
<thead>
<tr>
<th>Field Name</th>
<th>Position</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Control Identifier</td>
<td>1-8</td>
<td>Specifies to the program that the Control Card has been submitted. Value must always be 'CONTROL1'.</td>
</tr>
<tr>
<td>Term</td>
<td>10-18</td>
<td>Specifies the term date for which the Identifier reports are being generated. Value should be 'TI=YYYYMM' where MM is a valid term month (01, 05, 08) and YYYY = a valid numeric academic year. For the Instruction and Research Data File (which contains a full academic year of data) the option is available to pass all three terms of the Summary Course Section File through the enrollment procedure simultaneously. If the Summary Course Section File has been generated from the I&amp;R Data File containing a full academic year of data, the term which should be coded in positions 10-18 should be 'TI=yyyyYR' where 'yyyy' is the beginning year of an academic year. For example 1997/1998 would be coded 'TI=1997YR'.</td>
</tr>
<tr>
<td>University</td>
<td>20-28</td>
<td>Specifies the university for which the reports are being requested. Value should be 'UNIV=XXXX' where XXXX = a valid university abbreviation (01045BOG).</td>
</tr>
</tbody>
</table>

Report 6 Selection Switch and Report Detail Level Indicator

*Course Level Credit Hours by Discipline* Should be coded ‘RPT6=YBC’ where Y = Yes - Report desired and B = Detail by budget entity desired, and C = Detail by Campus desired. Substitute a blank for the B if the report is only desired in a summary (overall) budget entities mode. Substitute a blank for the C if the report is only desired in a summary campus mode.
### STUS2yr – Control Card 1

<table>
<thead>
<tr>
<th>Field Name</th>
<th>Position</th>
<th>Function</th>
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<td>Control Identifier</td>
<td>1-8</td>
<td>Specifies to the program that control card 1 has been submitted. Value must always be 'CONTROL1'.</td>
</tr>
<tr>
<td>Term Identifier</td>
<td>10-18</td>
<td>Specifies the term date for which the reports are being generated. Value must be 'TI=YYYYMM' where MM = a valid numeric month identifier (01, 05, 08) and YYYY = a valid numeric academic year. This parameter is used for purposes of labeling the enrollment reports. In order for the headings to accurately reflect the data being printed, this value should be consistent with that coded on Control Card 1 for STUECyr.</td>
</tr>
<tr>
<td>University Abbreviation</td>
<td>20-28</td>
<td>Specifies the university for which the reports are being requested. Value should be 'UNIV=XXXX' where XXXX = a valid university abbreviation (1045BOG). This parameter is used only for labeling reports. In order for the headings to accurately reflect the data being printed, the value should be consistent with that coded on Control Card 1 for STUECyr.</td>
</tr>
<tr>
<td>Graduate Full-Time Indicator</td>
<td>30-40</td>
<td>Value must be 'GRADFULL=XX' where XX = the minimum credit hour load at which a graduate student will be considered full-time. Positions 39and 40 are not applicable to Procedure SUSENRCS and may be left blank or zero filled.</td>
</tr>
<tr>
<td>Undergraduate Full-Time Indicator</td>
<td>42-53</td>
<td>Value must be 'UGRADFULL=XX' where XX = the minimum credit hour load at which an undergraduate student will be considered full-time. Positions 52 and 53 are not applicable to procedure SUSENRCS and may be left blank or zero filled.</td>
</tr>
<tr>
<td>Unclassified Full-Time Indicator</td>
<td>55-65</td>
<td>Value must be 'UNCLFULL=XX' where XX= the minimum credit hour load at which an unclassified student will be considered full-time. This parameter is not applicable to procedure SUSENRCS and may be left blank or zero filled.</td>
</tr>
</tbody>
</table>
### STUS2yr – Control Card 2

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<th>Position</th>
<th>Function</th>
</tr>
</thead>
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<td>Control Identifier</td>
<td>1-9</td>
<td>Indicates to the program that control card 2 has been submitted. Value must be 'CONTROL2'.</td>
</tr>
<tr>
<td>Maximum Lines Indicator</td>
<td>10-17</td>
<td>Value must be 'LINES=XX' where XX = the maximum number of printed lines desired per page. If positions 16 and 17 are zero-filled or left blank the value will default to a maximum of 60 lines per page.</td>
</tr>
<tr>
<td>Summary Reports</td>
<td>19-26</td>
<td>Value must be 'SUMRPT=X' Where X = 'Y' (yes, reports are desired; Report Selection 1 and/or Report 4 must be selected to produce the Summary Reports). Position 26 is not applicable to procedure SUSENRC5 and may be left blank.</td>
</tr>
<tr>
<td>File Type Indicator</td>
<td>28-33</td>
<td>Value must be 'FILE=X' where: X = 'P' (Preliminary Student File) X = 'F' (Final Student File) X = 'S' (Student Summary Course File) X = 'I' (Instruct Summary Course File) X = 'D' (I&amp;R Data File)</td>
</tr>
</tbody>
</table>
Complete Procedure Listing

```plaintext
//SUSENRCS PROC UNIV='UNIV', ** REPORTING INST **
//    PREV='AAAABB', ** PREVIOUS YEAR **
//    ENRDSP='(,PASS)', ** ENR SORTOUT DISP **
//    ENRLBL='', ** ENR SORTOUT LABEL **
//    ENRSDSP='(OLD,DELETE)', ** ENRLSORT OUT DISP **
//    ENRSPC='(CYL,(25,5),RLSE)', ** ENR SORTOUT SPACE **
//    ENRUNT=SYSDA, ** ENR SORTOUT UNIT **
//    ENRVOL='', ** ENR SORTOUT VOLUME **
//    EWKSPC='(CYL,(9,2),RLSE)', ** ENR SORT WORK SPACE **
//    EWKUNT=SYSDA, ** ENR SORT WORK UNIT **
//    GENODSP='(,PASS)', ** ENRLDATA DISP **
//    GENOLBL='', ** ENRLDATA LABEL **
//    GENOSPC='(CYL,(25,5),RLSE)', ** ENRLDATA SPACE **
//    GENOUNT=SYSDA, ** ENRLDATA UNIT **
//    GENOUT='&GENOUT', ** ENRLDATA DSN **
//    GENOVOL='', ** ENRLDATA VOLUME **
//    GENSDSP='(OLD,DELETE)', ** ENRLDATA SORTIN DISP **
//    CNTLDSP='(,PASS)', ** CNTLDATA DISP **
//    CNTLSPC='(CYL,(25,5),RLSE)', ** CNTLDATA SPACE **
//    CNTLUNT=SYSDA, ** CNTLDATA UNIT **
//    CNTROL='&CONTRL', ** CNTLDATA DSN **
//    OBJLIB='BOR.LINKLIB', ** STEPLIB DSN **
//    CSUBFIL='&CSUBFIL', ** SUMMARY COURSE FILE **
//    CSUBDSP='(OLD,PASS)', ** SUMMARY FILE DISP **
//    SLIB='BOR.IEP.SOURCE', ** SOURCE LIBRARY **
//    SORTLIB='SYS1.SORTLIB', ** SORTLIB DSN **
//    SORTPGM=SORT, ** SORT PROGRAM NAME **
//    FILE='F', ** ENROLLMENT FILE TYPE **
//    TERMUNIV='YYYYMMUNIV', ** REPORTING INST/TERM **
//    PGMYR=06, ** PROGRAM YEAR **
//    SUSSDS1='STUEC', ** DETAIL GEN PGM NAME **
//    SUSSDS2='STUS2' ** REPT WRITER PGM NAME **

/* */
/* END OF SYMBOLIC PARAMETERS */

//GENPGM EXEC PGM=&SUSSDS1&PGMYR,PARM='&FILE&TERMUNIV'

/* */
/* FIRST STEP:  GENPGM */

/* */
STEPLIB DD DSN=&OBJLIB,DISP=SHR
CSUBFILE DD DSN=&CSUBFIL,DISP=&CSUBDSP
ENRLDATA DD DSN=&GENOUT,DISP=&GENODSP,
```

8/20/2007 126
// UNIT=&GENOUNT,SPACE=&GENOSPC,
// DCB=(LRECL=23,RECFM=FB),
// VOL=SER=&GENOVOL,LABEL=&GENOLBL
//DISPLA DD SYSOUT=A
//SYSOUT DD SYSOUT=A
//ENRSORT EXEC PGM=&SORTPGM

/// SECOND STEP: ENRSORT
/// THE ENRLDATA FILE OUTPUT FROM THE DETAIL GENERATOR
/// PROGRAM IS SORTED IN THE PROPER SEQUENCE PRIOR TO
/// ITS SUBMISSION TO THE ENROLLMENT REPORT WRITER
/// PROGRAM. IF THE ENRLDATA FILE IS CURRENTLY IN THE
/// PROPER SEQUENCE AND STEP 2 (GENPGM)
/// HAVE BEEN BY-PASSED, THIS STEP MAY BE BY-PASSED USING
/// THE OS-RESTART FACILITY.
///
//SORTLIB DD DSN=&SORTLIB,DISP=SHR
//SYSOUT DD SYSOUT=A
//SORTWK01 DD UNIT=&EWKUNT,SPACE=&EWKSPC
//SORTWK02 DD UNIT=&EWKUNT,SPACE=&EWKSPC
//SORTWK03 DD UNIT=&EWKUNT,SPACE=&EWKSPC
//SORTIN DD DSN=&GENOUT,DISP=&GENSDSP
//SORTOUT DD DSN=&ENRSRTD,DISP=&ENRDSMP,
// UNIT=&ENRUNT,SPACE=&ENRSPC,
// DCB=(LRECL=23,RECFM=FB),
// VOL=SER=&ENRVOL,LABEL=&ENRLBL
//SYSIN DD DSN=&SLIB.(SSDCESRT),DISP=SHR
///
//REPTPGM EXEC PGM=&SUSSDS2&PGMYR,PARM='&FILE&TERMUNIV'
///
/// THIRD STEP: REPTPGM
///
//STEPLIB DD DSN=&OBJLIB,DISP=SHR
//ENRLDATA DD DSN=&ENRSRTD,DISP=&ENRDSMP
//CONTROLF DD DSN=&CNTROL,DISP=&CNTLDSP,
// UNIT=&CNTLUNT,SPACE=&CNTLSPC,
// DCB=(LRECL=80,RECFM=FB)
//DISPLA DD SYSOUT=A
//STDPRINT DD DSN=&RPRRNT,DISP=(,PASS),
// UNIT=SYSDA,SPACE=(TRK,(2,1),RLSE),
// DCB=(LRECL=133,RECFM=FBA,BLKSIZE=5985)
//SUMPRT DD SYSOUT=A
//SYSOUT DD SYSOUT=A
///

// IF GENPGM.RC = 0 THEN
//*
//* THIS STEP PRODUCES A REPORT FOR 6A COMPARISIONS BETWEEN OLD AND NEW
//*
//REFORM EXEC SAS, WORK='3000,1800'
//LIBRARY DD DSN=BOR.SAS.FORMATS, DISP=SHR
//SLIB DD DSN=BOR.IEP.SOURCE, DISP=SHR
//FDLIB DD DSN=BOR.SAS.FD.SOURCE, DISP=SHR
//OLD6A DD DSN=SUS.MASTER.ENROLL6S.&UNIV..&FILE&PREV, DISP=SHR
//NEW6A DD DSN=&RPPRNT, DISP=(OLD,PASS)
//SYSIN DD DSN=BOR.IEP.SOURCE(ENROLL6A), DISP=SHR
//COMPARE DD DSN=&&COMPAR, DISP=(,CATLG,DELETE),
// UNIT=SYSDA, DCB=(LRECL=133,RECFM=FBA),
// SPACE=(CYL, (100,50), RLSE)
//PRNT EXEC PGM=IEBGENER
//SYSPRINT DD SYSOUT=A
//SYSIN DD DUMMY
//SYSUT1 DD DSN=&&RPPRNT, DISP=(OLD,PASS)
//SYSUT2 DD SYSOUT=A
//ENDIF
Sample Reports

Program Name: STUS2yr

Output File Name: STDPRINT

Report Title: Course Level Credit Hours by Discipline

Source Data: Summary Course Section File

Report Description:

This set of reports prints statistics by budget entity (optionally), college sub-component (optionally), and campus location (optionally) for "all credit fundable credit hours" and by budget entity (optionally) for all "non-fundable credit hours".

Detail is printed by course discipline and course level, Remedial, Lower, Upper, Grad I, Grad II, and Grad III.

Data Elements Used by the Report Program:
01043 - Program Category
01060 - Student's Classification Level
01097 - Student Section Credit
01098 - Course Program Category
01099 - Course Section Location Campus
01100 - Course Budget Entity
01103 - Student Section Funding Flag
01104 - Course Section Type
01108 - Fee Waiver Kind
01174 - Institutional Degree Program
01196 - Common Course Number
01285 - Course Level Classification
01286 - State Fundable Credit Hours
01507 - College Subcomponent
### STUDENT DATA COURSE FILE SUMMARY COURSE SECTION FILE

#### FALL TERM, 2006-2007

**REPORT 6-A**

**ALL SECTIONS:**

**ALL CAMPUSES**

**COURSE LEVEL CREDIT HOURS BY DISCIPLINE**

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<tr>
<th>COURSE DISCIPLINE</th>
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<th>LOWER LEVEL CR HRS</th>
<th>UPPER LEVEL CR HRS</th>
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<th>GRADUATE II HOURS</th>
<th>GRADUATE III HOURS</th>
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### Technical Enrollment Reports Procedure

**BOG/IRM Support Programs**

**Instructional Activity File**

**STUS205 V1-06**

**UNIVERSITY NAME**

**EDUCATIONAL AND GENERAL**

**STUDENT DATA COURSE FILE SUMMARY COURSE SECTION FILE**

**FALL TERM, 2006-2007**

**REPORT 6-B**

**ALL SDCF NON FUNDABLE CREDIT HOURS**

**ALL CAMPAUSES**

**COURSE LEVEL CREDIT HOURS BY DISCIPLINE**

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FILE INFORMATION

Dataset Name

Instructional Activity File 2007-2008

PHYSICAL ATTRIBUTES

Sort Sequence:
1. 01045 Reporting Institution
2. 01051 Term Identifier
3. 01405 Session Flag
4. 01195 Common Course Prefix
5. 01196 Common Course Number
6. 01003 Common Course Outside Indicator
7. 01096 Course Section Number

Internal Description:

Logical Record Length 440
Block Size Default by Unit
Record Format FB
Instructional Activity File

20076-20087

File Attributes: LRECL=440, RECFM=FB, BLKSIZE=Default
Sort Sequence: 01045, 01051, 01405, 01195, 01196, 01003, 01096

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Sort Sequence: 01045, 01051, 01405, 01195, 01196, 01003, 01096

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- **LRECL=440**, **RECFM=FB**, **BLKSIZE=Default**
- **Sort Sequence**: 01045, 01051, 01405, 01195, 01196, 01003, 01096

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Summary Course Section File 2007-2008

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2. 01051   Term Identifier
3. 01195   Common Course Prefix
4. 01196   Common Course Number
5. 01003   Common Course Outside Indicator
6. 01096   Course Section Number

Internal Description:

- Logical Record Length: 80
- Block Size: Default by Unit
- Record Format: FB
## Summary Course Section File

**20076-20087**

File Attributes: LRECL=80, RECFM=FB, BLKSIZE=Default

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8/20/2007
Dataset Name

Rooms Subfile 20076-20087

PHYSICAL ATTRIBUTES

Sort Sequence:
1. 01045  Reporting Institution
2. 10060  Site Location
3. 01130  Building Number
4. 01131  Room

Internal Description:

  Logical Record Length     43
  Block Size                Default by Unit
  Record Format             VSAM
**Rooms Subfile**

20076-20087

File Attributes: VSAM, LRECL=43

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Dataset Name

Room Use Change File 20076-20087

PHYSICAL ATTRIBUTES

Sort Sequence:
1. 01045 Reporting Institution
2. 10060 Site Location
3. 01130 Building Number
4. 01131 Room

Internal Description:

Logical Record Length 43
Block Size Default by Unit
Record Format FB
## Room Use Change File

### 2007-2008

File Attributes: FB, LRECL=43

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20076-20087

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