

Testing Your Extract Sets

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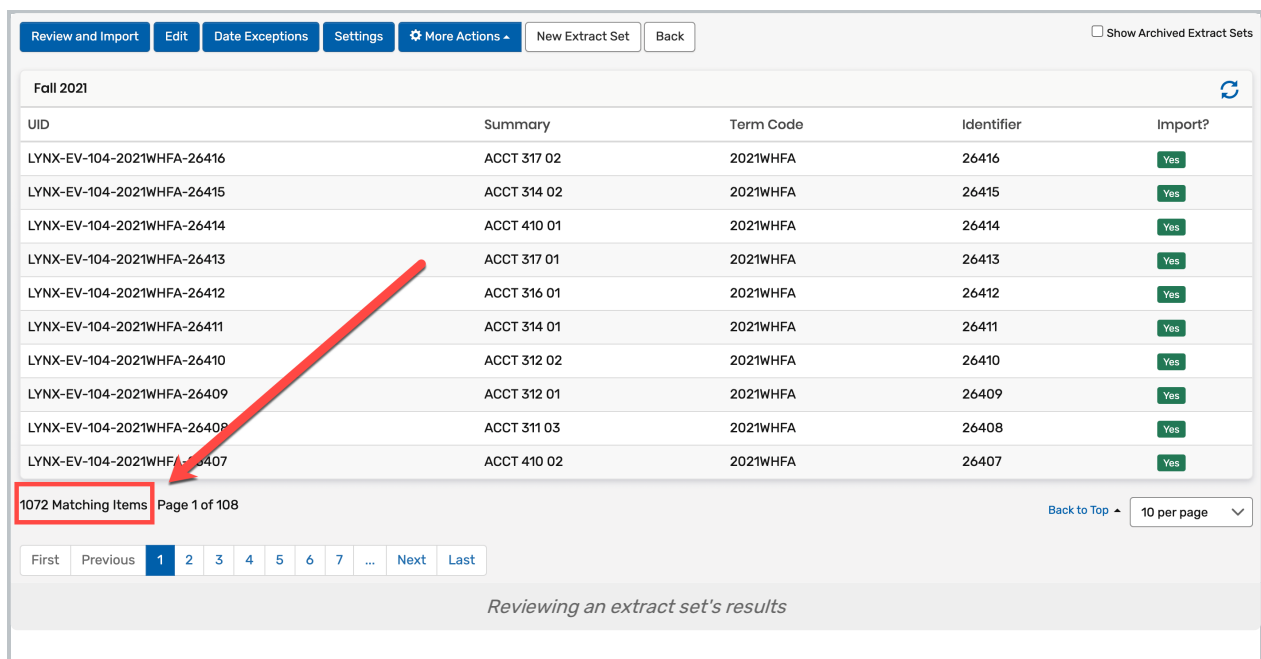
Making extract sets in LYNX is an iterative process. It often takes a few tries to get things just right. Before you're ready to move on with the academic cycle, you'll want to make a few tests to ensure everything is done right.

Use the following steps to verify everything is right with your extract sets.

Count the Results

The quickest, roughest check you can make is to ensure that your extract set has the right number of classes in it. You can check this in several ways:

1. Look at the total number of sections returned by the extract set. When you click **Review and Import**, LYNX displays the total number of items matching the extract set criteria. Does this roughly match what you expect?



The screenshot shows the LYNX interface for reviewing and importing extract sets. At the top, there are buttons for 'Review and Import', 'Edit', 'Date Exceptions', 'Settings', 'More Actions', 'New Extract Set', and 'Back'. A checkbox for 'Show Archived Extract Sets' is on the right. Below the buttons is a table titled 'Fall 2021' with columns: UID, Summary, Term Code, Identifier, and Import?. The table lists 10 items, all with 'Yes' in the 'Import?' column. A red arrow points to the '1072 Matching Items' status at the bottom left of the table. The status bar at the bottom indicates 'Page 1 of 108' and '10 per page'.

UID	Summary	Term Code	Identifier	Import?
LYNX-EV-104-2021WHFA-26416	ACCT 317 02	2021WHFA	26416	Yes
LYNX-EV-104-2021WHFA-26415	ACCT 314 02	2021WHFA	26415	Yes
LYNX-EV-104-2021WHFA-26414	ACCT 410 01	2021WHFA	26414	Yes
LYNX-EV-104-2021WHFA-26413	ACCT 317 01	2021WHFA	26413	Yes
LYNX-EV-104-2021WHFA-26412	ACCT 316 01	2021WHFA	26412	Yes
LYNX-EV-104-2021WHFA-26411	ACCT 314 01	2021WHFA	26411	Yes
LYNX-EV-104-2021WHFA-26410	ACCT 312 02	2021WHFA	26410	Yes
LYNX-EV-104-2021WHFA-26409	ACCT 312 01	2021WHFA	26409	Yes
LYNX-EV-104-2021WHFA-26408	ACCT 311 03	2021WHFA	26408	Yes
LYNX-EV-104-2021WHFA-26407	ACCT 410 02	2021WHFA	26407	Yes

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Reviewing an extract set's results

2. The extract set might not be fully imported. Look at the **Import?** column in the far right of the results for anything other than a green Yes. (You can also get count these sections by looking at the numbers in the import confirmation pop-up.) These represent sections whose meeting patterns are not complete in the SIS and cannot be created as events in 25Live. You may want to fix these sections in the SIS or change your extract set to exclude them.

Confirmation

Do you want to import 1072 out of 1072 matching sections into 25Live?

Yes

No

Confirming the number of imported sections

- Once an import is complete, run a search in 25Live (based on event type, date range, or however else you plan to identify your sections) that should capture the entire term. How many events are returned? Does it match the number of sections from the previous two steps? If not, look at LYNX's import logs to find the errors. See below for common errors which can affect imported classes.

Select Object: Events Saved Searches (optional)

Quick Search

Advanced

2021WHFA

Hint! Type :: to use SeriesQL.

Search has not been saved

Reset | Export Results | Save As | Search

Cabinets +

Organizations +

Types +

Categories +

Roles +

States +

List

Calendar

← All Dates →

Days: 1

Future Only

All Dates

Choose Columns

1072 Matching Events

	Name	Title	Organization s	Type	Start Date	Start Time	Creation Date	State	Locations	Scheduler
☆	ENGR 123 01 26852 2021WHFA	Energy and the Environment	ENGR	Lynx Class	Wed Sep 01 2021	10:55 am	Mon Feb 10 2020 3:30 pm	Confirmed		Lynx User

25Live search results display the total number of imported events

Address Import Errors

Review the import log in LYNX to find sections that had difficulty importing. Problems come in two types:

- Errors** mean something prevented the section from importing at all. You won't find it in 25Live.
- Warnings** mean was able to partially import the event, but some data is missing.

It's very common for a single section to have multiple errors and/or warnings. Sometimes fixing the problem behind one will automatically address the causes of another. (For example, it's just a warning if 25Live can't find a matching

organization for an event, but this can also trigger an error if the organization is required for successful event routing.)

Here are some common import errors/warnings and tips for dealing with each of them:

Problem	Notes
Cannot route, no matching rule	There is no folder in 25Live where the event can be saved. Ensure that you are following best practices for calendars, folders, and event types. Also check that there are no warnings for an unknown event type.
Cannot route, no unique rule	There are too many possible folders in 25Live where the event can be saved. See the best practices link above. Also check that there are no warnings for an unknown organization or category.
Location not available	If the conflict is with a non-academic event, consider implementing the Academic Priority setting. If the conflict is with another section and is approved (the classes are supposed to meet together), ensure that bindings are set up correctly. If the conflict is on a holiday, double-check your date exceptions.
Unknown organization, location, event type, category, requirement, instructor	Check to ensure that the spelling of all items match between the SIS and 25Live. Also ensure that translation tables are set up correctly and that instructor emails are being pulled from the correct source.

Verify Event Data

Errors (and warnings) will show you when 25Live is failing to match items that are being sent from the SIS, but they won't tell you if something's missing because LYNX never attempted to import it in the first place.

Pick a few events in 25Live to spot-check and ensure that everything is in place. Here are some things to look for:

- Is the **event name** constructed with everything you expect to see?
- Are all the right **event categories** in place?
- Does it have **custom attributes** with data from the SIS?
- Have holidays and other **date exceptions** been applied correctly?
- Do the section's facility requirements appear as **location preferences**?
- Are instructors added as text in the **event description** and/or **contact records**?
- Do the **headcounts** look correct on cross-listed classes?

PREVIOUS: [Create date exceptions](#)

UP NEXT: [Review errors and conflicts](#)
