

Ongoing Maintenance for LYNX

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Once your term is up and running and you're processing [transactional updates](#) through LYNX, most of your work is done. From time to time, you might need to do some maintenance tasks.

Check For Import Errors

[Home](#) / Utilities - Import/Export Messages

Imports or Exports? Imports to 25Live

Display Objects with Info, Warnings, or Errors

Start Date and Time 09/06/2022 10:37 AM

End Date and Time 09/07/2022 10:38 AM

[Advanced Search](#)

Name Search

Show Excluded Objects? ☒ Yes ☐ No

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Import to 25Live - Summary By Message Level

50912 with Info

63335 with Warnings

114258 Matching Items

[Show Message Summary »](#)

Messages

UID	Type	Name	Date	Level	Messages
LYNX-EV-102-4228-4135	Section	INFO-I 211 0100 4135 4228	09/06/2022 14:12:58	Info	Successfully loaded header vevent "LYNX-EV-102-4228-4135" of event "INFO-I 211 0100 4135 4228", reference is "2021-ABPPGV" Location "BLSB 015" available for 29/29 dates Assigning location "BLSB 015" for all 29 dates Successfully loaded reservation vevent "LYNX-RSRV-102-4228-4135-1" of event "INFO-I 211 0100 4135 4228", reference is "2021-ABPPGV"

Image: LYNX import messages

Keep a close eye on your imports for potential errors and warnings. We recommend you do this daily and/or every time you manually import an extract set. Get in the regular habit of watching for problems so you can resolve them quickly.

See [Reviewing Import Messages](#) for more details.

Data Initialization For Workday/Ethos

If you have a cloud-based SIS, you may need to run the initialization process at certain points:

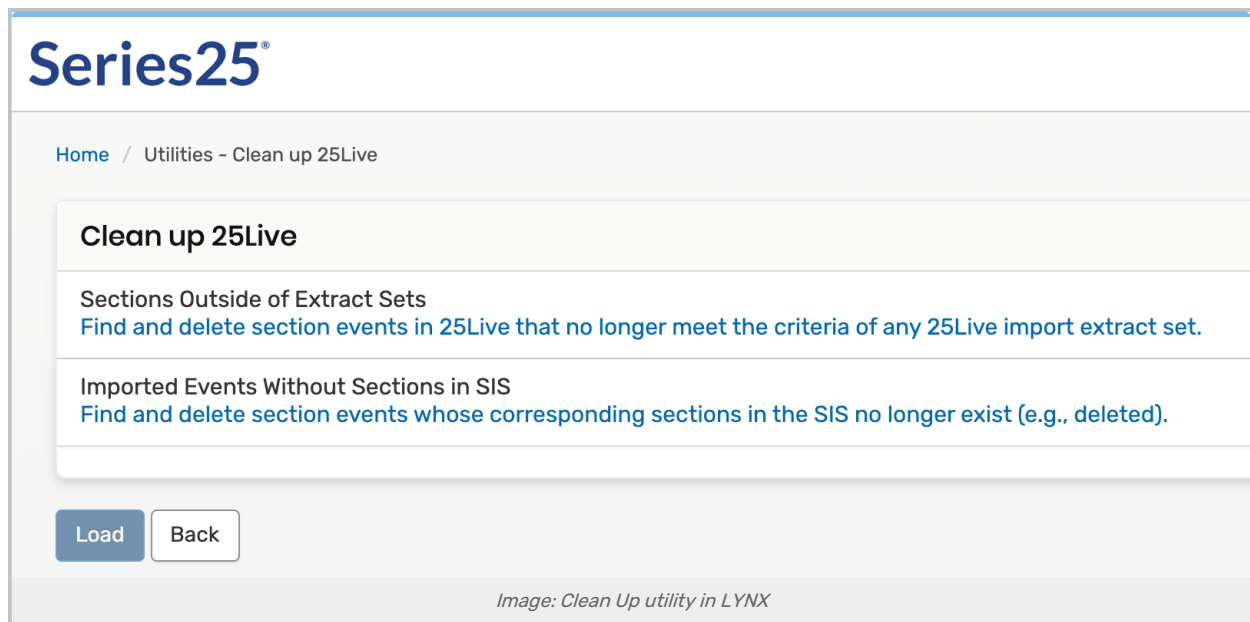
- Workday only: Whenever you add a new meeting pattern or instructor on a section, or make some other change

that involves other sections, initialize course data for that term.

- Ethos only: Whenever you make any changes to a section's details in your SIS, initialize course data for that term.
- *You can ignore either of the steps above if you set term codes to auto-initialize.*
- Whenever you add new locations, departments, or other data that's not specific to a single term, initialize reference data.
- Whenever you define new courses, initialize reference data.

See [Initializing Data in LYNX](#) for more details on how to initialize course and reference data.

Clean Up 25Live



The [Clean Up](#) process in LYNX is designed to remove any classes or exams in 25Live that don't belong there. LYNX will identify any events that don't meet extract set criteria and give you the option to delete them all at once.

It's wise to run this process after making any changes to your extract set criteria.

Reminder: don't delete extract sets at the end of a term—archive them! Classes in an archived extract set won't be cleaned up by this process.

Troubleshooting and Support

If you have issues, feel free to contact CollegeNET to help.

- asktrainers@collegenet.com is available to answer any questions about using LYNX, 25Live, and the rest of Series25.
- support@collegenet.com can help with any areas where something seems broken or technically out of place.

PREVIOUS: [Updates Throughout the Term](#)

UP NEXT: [Finishing a Term](#)

