

# Ongoing Maintenance for LYNX

[Click here to view related articles.](#)

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

Imports or Exports?

Imports to 25Live

Display Objects with

Info, Warnings, or Errors

Start Date and Time

09/24/2024

08

:

04

AM

End Date and Time

09/28/2024

08

:

05

AM

Advanced Search

Name Search

Show Excluded Objects?

☒ Yes ☐ No

Load Messages

Reset Search

Back

Import to 25Live - Summary By Message Level

1437 with info

1416 with Warnings

2853 Matching Items

Show Message Summary >>

Messages

UID	Type	Name	Date	Level	Messages
LYNX-EV-102-4252-3630	Section	INTL-M 404 0001 3630 4252	09/26/2024 11:24:22	Info	Successfully loaded header vevent "LYNX-EV-102-4252-3630" of event "INTL-M 404 0001 3630 4252", reference is "2024-ADTCXG" Successfully loaded reservation vevent "LYNX-RSRV-102-4252-3630-1" of event "INTL-M 404 0001 3630 4252", reference is "2024-ADTCXG" Location "BLKH 112" available for 29/29 dates Assigning location "BLKH 112" for all 29 dates

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.

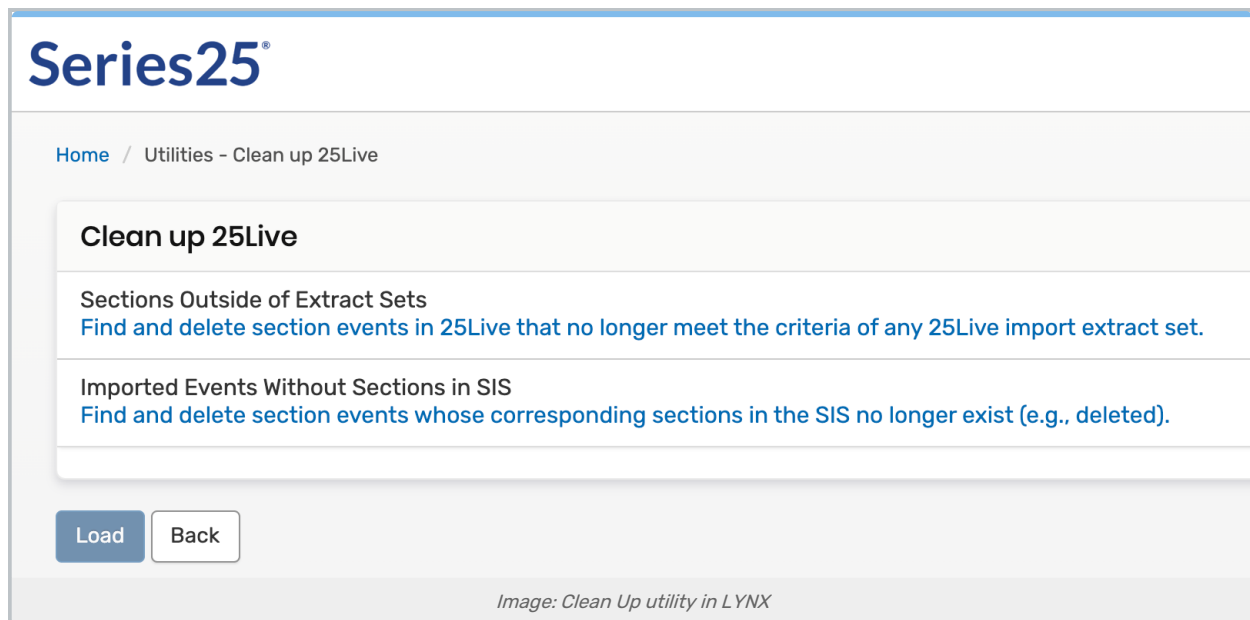
## Data Initialization For Workday

If you have a [LYNX for Workday](#) integration, you may need to run the initialization process at certain points:

- 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.
  - *You can ignore this step 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](mailto:asktrainers@collegenet.com) is available to answer any questions about using LYNX, 25Live, and the rest of Series25.
- [support@collegenet.com](mailto: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](#)

