


LYNX Settings – Locations

These settings can be found in the "Location" area of LYNX's **Configuration – Settings** area.

Setting	Notes
Define Location Assignments	<p>This setting is only available for Campus Solutions and LYNX Universal institutions.</p> <p>It allows you to choose whether location names in 25Live match a facility ID in your SIS or are constructed using a combination of building and room codes.</p>
Building Delimiter	<p>When location names are constructed using building and room codes, this setting determines how those codes are separated. Note that building codes can be run through a Data Translation table. (Typically used to make them more readable in 25Live.)</p>
Location Assignment Partial Availability	<p>When LYNX imports a section that has location conflicts on some of its dates, it will handle the conflict in one of two ways:</p> <ul style="list-style-type: none"> Assign anyway – assign the location to as many dates as are available Do not assign – don't assign the location to any dates, even ones that are available <p>Regardless of your choice, you will see a Warning-level import message.</p> <div>  Academic Priority If Academic Priority is enabled, then LYNX will resolve conflicts by unassigning locations from non-academic events only. If a conflict is detected with another academic section, LYNX uses the behavior configured here. </div>
Shared Locations	<p>You can list any number of locations here as permanently shared, meaning LYNX will always treat them as allowed conflicts on import. This is commonly used for rooms labeled "TBA" or "OFF CAMPUS" where traditional concepts of double-booking don't apply.</p> <p>An administrator may also mark a location as "always shared" on its details page for equivalent functionality for reservations originating in 25Live.</p>
Include Location Preferences	<p>If enabled, LYNX will add preassigned locations to events in 25Live as preferences in addition to making full assignments. This is useful in cases where unexpected conflicts prevent a location from being assigned, as the preference allows users to see the section's intended room.</p>

Setting	Notes
Include Location Requirements <i>(enabled by default)</i>	<p>Nested within this setting are additional toggles for:</p> <ul style="list-style-type: none"> • Add Location Requirements as Event Categories - Determines whether or not to add SIS location requirements as 25Live event categories on import • Add Location Requirements as Event Features - Allows you to choose whether or not to add SIS location requirements as 25Live event location feature preferences on import <ul style="list-style-type: none"> ◦ This functionality can also be used by your Schedule25 Optimizer runs to ensure that sections are assigned rooms that come equipped with necessary location features, such as required technology. • Define Location Requirements <i>(Colleague only)</i> - This setting allows you to choose whether SIS requirements are drawn from the Equipment or Room Characteristics table <ul style="list-style-type: none"> ◦ Note: <i>After changing this setting, you must manually refresh the translation results on any translation table that converts location requirements to location features or event categories.</i> • SIS Location Requirements Tag Category <i>(Workday only)</i> - Provides the ability to have one tag category configured even if multiple institutions share the same Workday SIS (see Using the Workday Course Section Tag to Add Location Feature Requirements Through LYNX)
Remove SIS assignments on export?	<p>When enabled, LYNX will remove rooms from meeting patterns in the SIS if the location is unassigned in 25Live. This change can occur up to 200 days after the location is removed from the section in 25Live.</p> <p>Disabling this setting means that LYNX will only make assignments in the SIS, not remove them.</p>