

# Academic Priority – What It Is, How It Works

## Description

The LYNX Interface Academic Priority configuration setting allows you to specify whether or not imported class sections with location assignments should take precedence over any conflicting location assignments in 25Live.

If the Academic Priority configuration setting is set to "Yes," whenever the import process encounters a conflicting location assignment between an imported class section and an event with the same location assignment in 25Live, it does the following:

- If the 25Live event is not bound, any occurrences with location assignments that overlap any of the occurrences with the same location assignment on the imported section have those location assignments removed.
- If the 25Live event is bound, the conflicting location assignment is removed from all occurrences that are part of the bound group.
- If the 25Live event, or any member of its bound group, is locked (for example, because the event is being edited in 25Live), the 25Live location assignment is not removed.
- If the location assignment of the 25Live event is pending, the 25Live location assignment is not removed.

When a 25Live location assignment is removed, LYNX issues a warning message and sends an email message to your selected recipients, as described below.

## Setting Options

There are three LYNX general configuration settings that control this function:

- Academic Priority
- Academic Priority Email Recipients
- Academic Priority Email Recipient List

To access the settings, from the LYNX Home page choose Settings from the Configuration menu, then select General Settings and click Edit.

### Academic Priority

This setting turns Academic Priority "on" and "off."

If set to "No" imported sections won't take precedence over 25Live events in location assignment.

If set to "Yes" imported sections with a pre-assigned location will take precedence over 25Live events in location assignment, as described above.

### Academic Priority Email Recipients

This setting designates who, if anyone, should receive an email notification digest for each import chunk when 25Live location assignments are removed because of academic priority.

If set to "No emails are sent" no notification email digests are sent. If selected, the Academic Priority Email

Recipient List setting is not displayed.

If set to "Emails are sent to defined emails only (via TO:)" a notification email digest is sent to the email addresses in the Academic Priority Email Recipient List. The email addresses are placed in the TO address area.

If set to "Emails are sent to event schedulers only (via TO:)" a notification email digest is sent to the email address of each scheduler whose 25Live event had its location assignment removed. The email addresses are placed in the TO address area.

If set to "Emails are sent to event schedulers only (via TO:) and defined emails (via BCC:)" a notification email digest is sent to the email address of each scheduler whose 25Live event had its location assignment removed and to the email addresses in the Academic Priority Email Recipient List. The scheduler addresses are put in the TO address area and the academic priority email recipient addresses are put in the BCC address area.

### Academic Priority Email Recipient List

This setting is an email address list of the individuals who should receive an email notification digest when location assignments are removed because of academic priority. The addresses listed should be based on the Academic Priority Email Recipients selection above.

## LYNX Warning Message and Email Notification Digest

When 25Live event location assignments are removed as a result of the academic priority, LYNX issues this warning message:

*<location name> removed from this event blocks a class <term code> by <section>(<term code>)*

Example: "GCASL\_375 removed from this event blocks a class (2025-AAHAMJ) by CHEM-UA 225 118 9199 (2025-AAGZMW)"

In addition, an email digest of all the location assignments removed in each import chunk is sent to each recipient in your academic priority email list. This email is sent from the email address that is attached to your LYNX interface user. Example below:

**From:** LYNX Interface User

**To:** Jane Doe

**Date:** 3/1/2024

**Subject:** WARNING: Locations removed from events in 25Live due to academic conflicts

Location assignments have been removed from the following events where you are the Scheduler in 25Live:

BCC 105 removed from *English Department Meeting 2023-AAANZV*

The locations were removed from these events because they conflicted with pre-assignments on academic classes imported from your Student Information System. Click the links above to open 25Live and find new locations for these events.

This automated message was sent to jdoe@myschool.edu by 25Live during academic import ID #359. Please contact your 25Live Administrator if you have questions or concerns

## Override Option

CollegeNET provides an override option that negates the effect of the academic priority "Yes" setting for selected event types and events. To use this function, you need to use the ["Priority Override" custom attribute](#), which you then

associate with selected event types and events in the normal way. If the attribute is on a 25Live event and is set to True, the event's location assignments won't be removed by the academic priority feature.

---