

## Extract Set Criteria

[Extract sets](#) in LYNX are made up of criteria that determine what data should be moved between your SIS and 25Live. Anything which meets **all** criteria of an extract set can be imported to 25Live or exported to your SIS.

Be careful with your criteria when setting up more than one extract set for a single term, because the same section could fall into multiple extract sets!

## Section/Exam Criteria

Most extract sets use the following criteria. You can use as many or as few of them as you need, though at least one term code is required.

- Term Code
- Campus Code
- Subject Code
- Section Type
- Section ID
- Course Number
- Section Number
- Sub-term Code (Banner, Campus Solutions, Ethos, and Universal only)
- Instruction Code (Banner, Campus Solutions, Workday, Ethos, and Universal only)
- Part of Day Code (Banner, Ethos, and Universal only)
- Department Code (Ethos only)
- Institution Code (Campus Solutions, Ethos, and Universal only)
- Location/Region Code (Campus Solutions and Universal only)
- Assignment Indicator (Campus Solutions and Universal only)
- Academic Career (Campus Solutions, Colleague, Workday, and Universal only)
- SIS Assignment (Campus Solutions and Workday only)
- Exam Indicator (Campus Solutions only)

For example, you could define an extract set that includes Lecture and Lab section types with a BIOL subject code in the Fall term for next year.

## Location Criteria

LYNX can pull locations from your SIS based on any combination of these criteria:

- Building Code
- Location Type
- Specific Location ID

- Institution Code (Campus Solutions, Banner, Ethos, and Universal only)
- General Assignment Indicator (Campus Solutions and Universal only)

### Organization Criteria

LYNX can pull subjects or departments from your SIS based on any combination of these criteria:

- Specific Subject/Department ID
- Institution Code (Campus Solutions only)
- Department Campus Code (Campus Solutions only)

### Special Cases

Some of the criteria listed above need a little more explanation.

#### Matching Any vs Matching None

Many criteria let you pick one or more items from a list, such as subject codes. When that happens, you have the option to select **Matching Any** or **Matching None**. This determines whether LYNX will use your selection to include or exclude things from the extract set.

#### Searching by Building and/or Room Code

In Banner, when searching for a specific location you must type both the building code and room code separated by a space (e.g. "BROWN 105") or else the building code by itself ("BROWN"). Searching for the room code by itself will not work—in other words, you can't get a list of all the rooms with code "105" in various buildings.

#### Filtering by Institution Code

Campus Solutions schools have the option "Filter Data by Institution Code" in the [LYNX Settings - General](#) area. If this is set to "Yes," you don't need to include Institution Code in your extract set criteria. LYNX is already using this code to differentiate between institutions in your SIS.

#### Section ID Criterion

This criterion requires that you identify a particular section according to its section ID (also known as the Course Record Number or CRN). It's useful when you want to target a specific section to include or exclude. You can only select a section belonging to the term code(s) in the extract set.

#### General Assignment Indicator

This criterion refers to the presence of the assignment indicator field in the SIS, sometimes also called "general assignment". It has the following effects on an extract set:

- In a location extract set, only includes facilities that have the indicator on their SIS record
- In other extract sets, only includes sections that are assigned to a facility in the SIS with this indicator

#### Course Number and Section Number

Most other criteria let you select specific codes matching your SIS data, but these two let you enter anything. The numbers you enter are compared against section data. If you're not sure which is which, refer to this guide:

- In a 25Live event titled **MATH 235 10...**
  - **MATH** is the department or subject code
  - **235** is the course number
  - **10** is the section number