

Admin Site

How do I assign a timeslot group to a resource?

1. First navigate to scheduling/games->utilities->auto scheduler and click create timeslots. You can either create timeslots manually or import timeslots from a file.
2. Once that is done, it allows you to select a resource that you want to assign the timeslots to. You can either select an existing resource or add a new one.
3. You have the option of selecting an existing timeslot group or adding a new one. Creating a new resource takes you to a dialog box to enter resource information.
4. Once you have added or selected an existing resource, a tab opens up where you can add a timeslot group to that resource or add a new one. An existing timeslot group will auto-populate the resource with timeslots.
5. To add new timeslots to the resource, fill out the start and end times and choose the days of the week that you want. Click add timeslot and it will appear in the resource field.
6. After a timeslot has been added to the resource, you can delete it or edit it by clicking the icons directly underneath the times shown.
7. Selecting assign timeslot group will save whatever changes you made.

The screenshot displays the 'Auto Scheduler' interface. At the top, there are three tabs: 'Create Timeslots', 'Generate Games', and 'Generate Schedule'. Below these, the interface is divided into three main sections:

- 1. Choose How To Create Your Timeslots:** Contains buttons for 'Create Timeslots' and 'Import Timeslots'.
- 2. Select A Resource:** Features a dropdown menu with 'Wehrle 3 test' selected and an 'Add New Resource' button.
- 3. Assign A Timeslot Group To The Resource:** This section includes:
 - A dropdown for 'Assign An Existing Timeslot Group:' with 'Concession' selected, and an 'Add New Timeslot Group' button.
 - Fields for 'Start Time:', 'End Time:', and 'Days Of Week:' (Sun, Mon, Tue, Wed, Thu, Fri, Sat).
 - A 'Build Timeslots Recursively' checkbox.
 - 'Timeslot Duration' set to '30 Minutes'.
 - 'Padding Between Timeslots' set to 'No Padding'.
 - An 'Add Timeslot' button.
 - A preview area for the resource 'Wehrle 3 test' showing assigned timeslot groups for 'Concession'. The preview includes a calendar view with timeslots for Tuesday (6:00 pm to 9:00 pm and 6:05 pm to 9:00 pm), Wednesday (6:00 pm to 9:00 pm), Thursday (6:00 pm to 9:00 pm), and Saturday (2:00 pm to 6:00 pm).
 - An 'Assign Timeslot Group' button at the bottom.

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