### Design Mode - PLAN PHASE

**Monday, August 6, 2018**  
Spring 2019 TUSC report distributed to departments;  
CourseLeaf Spring 2019 term moved from LOCKED to PLAN Phase

**Monday, October 1**  
Each scheduling unit must VALIDATE the schedule and START WORKFLOW for the College Dean to approve.

**October 1 - 8**  
College Deans will be approving each schedule and bridging the schedules to Banner - upon bridging, each scheduling unit will be moved into Refine Mode - Plan Phase

### Refine Mode - PLAN PHASE

**October 1 - 8**  
Scheduling Units will go into Refine Mode - Plan Phase as they are approved

**October 8 - 10**  
Large Room Audit run - results to Deans and affected Departments

**Tuesday, October 16**  
Plan Phase ends at 4:00 pm.

### Refine Mode - ROOM ASSIGNMENT PHASE “Locked”

**October 17 – 25**  
Room scheduling

**Thursday, October 25**  
Spring 2019 classes viewable online end of day; room assignments unofficial

### Refine Mode - PUBLISH PHASE

**October 25, 2018 - January 22, 2019**  
Scheduling Units can continue to make allowed changes and will see changes reflected immediately in Class Search