

## Alternate Room/Instructor Screen (IS1015)

Field	Description
YEAR/QUARTER	Used to identify the quarter for which contracts are to be produced.
ITEM NUMBER	Used to uniquely identify a class.
DEPT/DIV	Printed on contract reports.
COURSE NUMBER	Printed on contract reports.
SECT	Printed on contract reports.
COURSE TITLE	Printed on contract reports.
INSTRUCTOR ID/NAME	Used to identify the instructor teaching the course.
ADVISOR ID	Printed on PS4020J. May be used to access employee contract screens. Does not display on screen.
EMPLOYMENT STATUS	Used for setting the default job class, pay cycle, subobject and sub-subobject. Used in record selection for Class Personnel Action Forms and the Classes Not Approved report. Also used as the default option for single or multiple classes per contract.
INSTRUCTOR CONTACT	May be used in the course salary calculation if indicated on the Course Salary Factors Table (PS9048). Also may be used in the percent of full-time calculation if indicated on the Course Salary Factors Table (PS9048).
INSTITUTIONAL FTEF	Used in salary calculation if indicated on the Course Salary Factors Table (PS9048). Also, if not set to spaces and institutional parameter 1619 is a "Y," then the value in this field is used as the percent of full-time.
FTEF	May be updated to the class schedule from the Contract Course Screen (PS4001) as a pre-entered amount.
COURSE SALARY COST	This field contains the course salary calculated and/or entered for a course. If the Class Personnel Action Form job (PS4020J) is processed in FINAL mode, salaries shown on the Class Personnel Action Form will be entered in this field. Course salary cost is calculated only if it is zero. Once the Class Personnel Action Forms are processed, and the salary is updated, the salary will not be recalculated unless it is blanked out on the Class Schedule Screen (IS1002). Also may be updated to the class schedule from the Contract Course Screen (PS4001).
PAF DATE	This date is updated with the run date when Class Personnel Action Forms are printed in the FINAL mode. This prevents the Class Personnel Action Forms from being reprinted for a class unless specifically requested. To rerun a Class Personnel Action Form for a specific class, this field needs to be blanked out.
APPROVAL INDICATOR	Used to show which classes have been approved for payment. This is updated to a "Y" when a class is entered on the Contract Course Screen (PS4001) to be included in a contract. If the class is removed from the contract (on PS4001), then the "Y" will be removed. A "Y" in this field triggers

	logging of course changes that may affect a contract. These changes will be shown on the Course Schedule Change Register report (PS4015).
BUILDING NUM/ROOM	Printed on contract reports.
START TIME	Printed on contract reports.
DAYS	Printed on contract reports.