TEXAS A&M UNIVERSITY CORPUS CHRISTI

Office of the University Registrar
6300 Ocean Drive, Unit 5768
Student Services Building
Corpus Christi, Texas 78414

Using the Align Module for Schedule Optimization

Purpose: To review upcoming class schedules, compare planned courses against data-driven recommendations, and adjust section offerings to meet student demand.

1. Accessing the System

1. **Login:** Navigate to the TAMUCC SSO Login Portal.

2. **Navigation:** On the left-hand dashboard, select **Schedule** and then click **Align**.

2. Setting Up Your View

- **Select Term:** Enter the specific term you are building for in the **Term** box.

- **Filter Data:** Use the **Quick Filters** to narrow the view to your specific department.

   o *Tip:* You can save and share these filters with other team members who have Align access.

3. Understanding the Course List (Worksheet)
The Course List acts as a live worksheet. Note that when section changes are entered into **Banner** and re-imported, the "Planned" sections and "Status" will reset.

Column	Description
Candidate Type	Explains the logic behind the recommendation (e.g., addition or reduction).
Offered	The current number of sections and seats active for the term.
Needed	The total recommended sections/seats based on historical and predictive data.
Planned	Your modeling tool. It defaults to "Offered" but can be toggled up or down to simulate changes.
Status	A tracking label (e.g., Reviewed, Approved, Scheduled) to manage your workflow.

4. Analyzing Course Details

Click on any individual course to "drill down" into the data. Use the following tabs to inform your decisions:

A. Sections Tab

Review the **Predict** column to see how historical enrollment trends and predictive modeling justify the suggested changes. You can model adding or reducing sections here.

We hope you will use Align data to make data-driven decisions.
Please contact schedule@tamucc.edu with any questions you may have!

B. Students Tab (Demand Analysis)

This tab identifies the specific students who need this course to progress toward graduation. It displays the Student Name, ID, total credits applied, and their specific degree plan.

Student Categories Defined:

- **Current:** Enrolled in the previous term with remaining credits.

- **New:** Expected to enroll with no existing credits.

- **Transfer:** Expected to enroll with only transfer credits.

- **Returning:** Previously enrolled, absent last term, but expected to return.

- **Departing:** Students not expected to return despite having remaining credits.

---

5. Taking Action & Collaboration

- **Update Status:** Once a decision is made, mark the course as **Reviewed** or **Approved** to track progress.

- **Collaborate:** Use the internal messaging feature to send questions or requests for approval to other users directly within the platform.