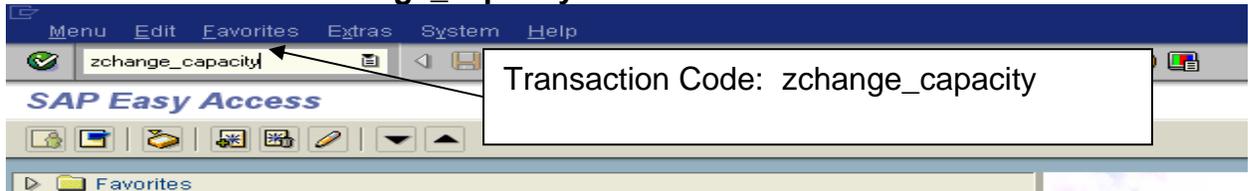## Change Section Capacity - (zchange_capacity)
SAP Screen Shots
The University of Mississippi
End User Documentation – 4.6C
7/2011

SAP Support: 662.915.5222   Email: sap@olemiss.edu

Transaction Code: zchange_capacity

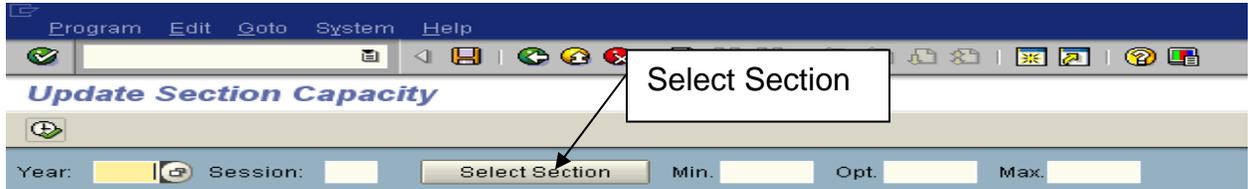| Menu   Edit   Favorites   Extras   System   Help |
|---|
| ✅ zchange_capacity   ◁ 🔲 |

SAP Easy Access

▷ 📁 Favorites

Transaction Code: zchange_capacity

Selection Screen for Events: Enter Academic Year, Academic Session, etc. Remember you can use drop-down boxes to find valid selections

Program   Edit   Goto   System   Help
✅ ◁ 🔲	😊😊😊	...

Update Section Capacity

⊕

Year: [   ]   Session: [   ] 🔽   Select Section   Min. [   ]   Opt. [   ]   Max. [   ]

Drop-down box

Section: Left-click on Select Section icon.

Program   Edit   Goto   System   Help
✅ ◁ 🔲	😊😊😊	...

Update Section Capacity

⊕

Year: [   ] 🔽 Session: [   ]   Select Section   Min. [   ]   Opt. [   ]   Max. [   ]

Select Section

Search Term: The system is looking for Term, Section # for Course Abbreviation (Spring Section 2 for Bus 230), so if you are not sure how it is listed use *.

Program	Edit	Goto	System	Help

Update Section Capacity

Year: 2004   Session: 020   Select Section   Min.   Opt.   Max.

Restrict Value Range

S: Search Term	T: Structure Search	C: Abbreviation and ...

Search term   *bus*230*

Press enter or left-click on enter icon **2**

Enter appropriate selection term   **1**

✔ ✖

Select Appropriate Section: Notice Fall, Spring, First Summer, etc.

Program	Edit	Goto	System	Help

Update Section Capacity

Year: 2004   Session: 020   **Hit List**

Plan version 01
Object type SE

ObjectID	Object abbr.	Object name	Start date	End date
10310247	Section 1	Fall Section 1 for Bus 230	08/19/2002	12/31/9999
10310248	Section 2	Fall Section 2 for Bus 230	08/19/2002	12/31/9999
10310249	Section 3	Fall Section 3 for Bus 230	08/19/2002	12/31/9999
10310250	Section 4	Fall Section 4 for Bus 230	08/19/2002	12/31/9999
10310251	Section 5	Fall Section 5 for Bus 230	08/19/2002	12/31/9999
10310252	Section 6	Fall Section 6 for Bus 230	08/19/2002	12/31/9999
10327173	Section 1	Spring Section 1 for Bus 230	08/19/2002	12/31/9999
10327174	Section 2	Spring Section 2 for Bus 230	08/19/2002	12/31/9999
10327175	Section 3	Spring Section 3 for Bus 230	08/19/2002	12/31/9999
10327176	Section 4	Spring Section 4 for Bus 230	08/19/2002	12/31/9999
10327177	Section 5	Spring Section 5 for Bus 230	08/19/2002	12/31/9999
10329272	Section 6	Spring Section 6 for Bus 230	08/19/2002	12/31/9999
10340648	Section 1	First Summer Section 1 for Bus 230	08/19/2002	12/31/9999
10340649	Section 2	First Summer Section 2 for Bus 230	08/19/2002	12/31/9999
10351269	Section 1	Second Summer Section 1 for Bus 230	08/19/2002	12/31/9999
10351270	Section 2	Second Summer Section 2 for Bus 230	08/19/2002	12/31/9999
10360129	Section 1	Intersession Section 1 for Bus 230	08/19/2002	12/31/9999
10444156	Section 1	Spring Section 1 for Bus 230	01/19/2004	05/05/2004

Select appropriate section

Enter: Data should now appear, verify your selection.

Program	Edit	Goto	System	Help

Current data should now appear

Update Section Capacity

Year: 2004   Session: 10   Select Section   Min.   Opt. 40   Max. 40
2003-2004   Fall Semester   Fall Section 3 for Accy 201
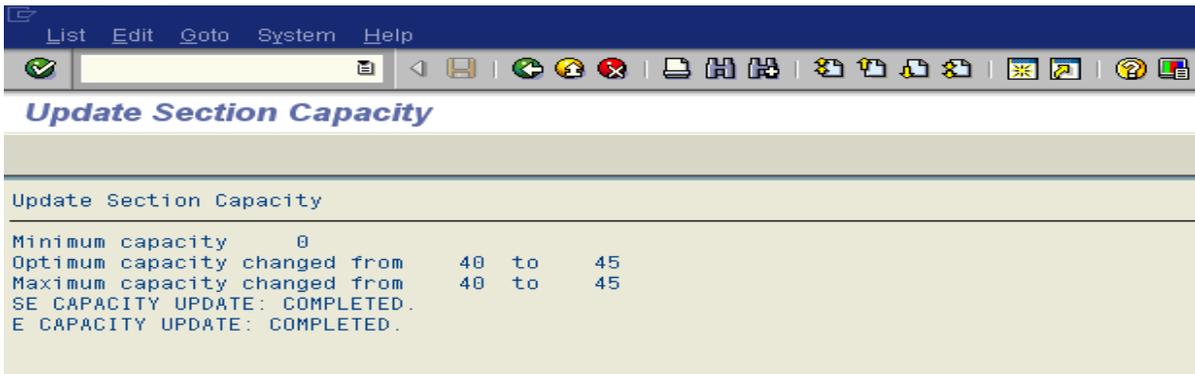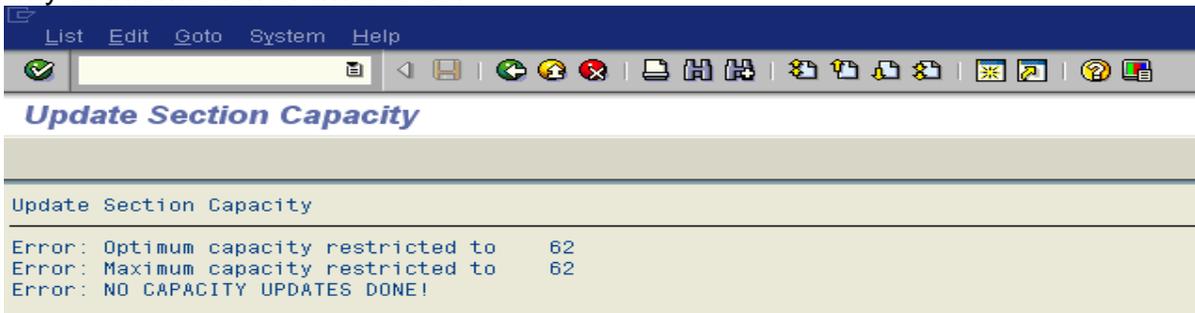
Make Changes and Execute: 1) Make Capacity changes 2) Execute
- Number of seats that can be booked by student over the web.
- Department can book up to the Maximum by using the override.

Program   Edit   Goto   System   Help

Execute   **2**

Update Se

Makes changes   **1**

Execute (F8) Session: 10   Select Section   Min.   Opt.   45   Max.   45

2003-2004   Fall Semester   Fall Section 3 for Accy 201
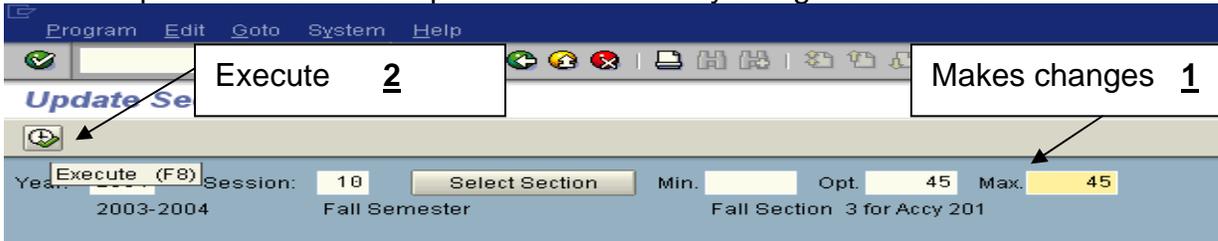
Information Screen: If successful, you should receive a message with the updated information.

List   Edit   Goto   System   Help

Update Section Capacity

Update Section Capacity

Minimum capacity   0
Optimum capacity changed from   40 to   45
Maximum capacity changed from   40 to   45
SE CAPACITY UPDATE: COMPLETED.
E CAPACITY UPDATE: COMPLETED.

Information Screen: If unsuccessful, you should receive a message with the reason why or information of what to do.

List   Edit   Goto   System   Help

Update Section Capacity

Update Section Capacity

Error: Optimum capacity restricted to   62
Error: Maximum capacity restricted to   62
Error: NO CAPACITY UPDATES DONE!

Note: Remember you can not change capacity higher than the number of seats in the room.