Stellar Section Data

Q: When can I import course section assignments into Stellar?

Answer

Due to changes to the academic calendar, MITSIS pre-registration assignments must be imported earlier than usual for Spring 2020. We recommend anyone who wishes to import these pre-registration section assignments do so before 5pm on Friday, January 31.

If your site does not have sections, or if you have already imported pre-registration section assignments, no action is needed.

Importing section assignments is a manual process that must be performed on your class site by a member of class staff. The section assignments are tied to pre-registration data, which is replaced as formal registration information begins to come in. In order to get the most complete section data, the pre-registration assignments should be imported prior to registration day. See here for more information.

- The best time to pull the section data during the Fall term is the Friday before registration day through registration day.
- The best time to pull the section data during the Spring term is within the days leading up to registration day; in 2020, registration day is Friday, January 31st.
- Recommendations after this point are to either assign sections manually or open up (enable) "Allow students to switch sections."
- To enable "Allow students to switch sections" within your class site, go to Membership > Sections, check the "Allow students to switch sections" checkbox in the right sidebar, and click the Update button.