



COPYING COURSE SCHEDULES IN R'SUMMER

Ensure accurate summer course scheduling by “rolling over” courses from previous summers.



Open R'Summer at chassintranet.ucr.edu/rs/

1. Select the prior summer from the term menu.
2. Click on the Scheduling tab
3. Click the checkbox(es) for the eligible section(s) you wish to copy to the next term. Important: once a section has been copied, it cannot be copied again, so choose carefully!
4. Select the Copy button.
5. Select “ok” in the pop up to continue.

UCRIVERSIDE R'Summer

Term: 24U Department: Summer Test

Overview Scheduling Antiques

Submission Deadline: October 31, 2024 Sort by: Default Export: [icon]

☐	CRN	Sess	Course	Sec	Type	Course Title	ST	Cross-Listed	ME	Unit	Contact Hrs.	Day
		A	OTHER-010	A01	LEC	HISTORY 010			999	4.0	3.0	F
		A	OTHER-010B	A01	LEC	Taking Care Of My Business			30	0.0	1.0	MTW
		A	OTHER-010B	A21	DIS	Business As Usual			30	0.0	1.0	F
		A	OTHER-010B	Z01	LEC	Taking Care Of My Business			50	0.0	1.0	MT
		A	OTHER-010B	Z21	DIS	Business As Usual			500	0.0	1.0	RF
☒		B	OTHER-075V	B01	LEC	Intro To Introductions - TEST			30	5.0	8.0	MT
☒		B	OTHER-075V	B21	DIS	Introduction To Introductions - TEST			30	0.0	1.0	M
☐		A	SUMR-001	A01	SEM	HESA 001			50	1.0	1.0	MWTF
		B	SUMR-002B	B01	LEC	How To Flip A Burger			30	4.0	1.0	MTR
		B	SUMR-002B	B21	DIS	How To Flip A Burger			30	0.0	3.0	R
		B	SUMR-002B	B22	DIS	How To Flip A Burger			50	0.0	3.0	F
☐		B	SUMR-004D	B01	LEC	Coconut's Class 1			30	4.0	3.0	MTW

UNSUBMITTED - red SUBMITTED - green CANCELLED - cross out APP

4 COPY

You should now see a message at the top of the screen that says, "Selected schedules have been copied over to the next year."

UC RIVERSIDE R'Summer

Term: 24U Department: Summer Test

Overview Scheduling Assign Appointees

Selected schedules have been copied over to the next year

Select 25U from the term menu. The sections you copied from the previous term now appear in the list for 25U and are ready to be edited.

UC RIVERSIDE R'Summer

Term: 25U Department: Summer Test

Overview Scheduling Assign Appointees

Submission Deadline: August 31, 2025 Sort by: Default Export:

☐	CRN	Sess	Course	Sec	Type	Course Title	ST	Cross-Listed	ME	Unit	Contact Hrs.	Day
		A	OTHER-001A	XYZ	DIS	Online Swimming			5000	0.0	1.0	MWF
		A	OTHER-010	A01	LEC	HISTORY 010			25	4.0	3.0	ONLINE W
		A	OTHER-010	A21	DIS	HISTORY 010			30	0.0	1.0	F
		A	OTHER-010B	A01	LEC	Taking Care Of My Business			30	4.0	3.0	MTW
		B	OTHER-010B	B01	LEC	Taking Care Of My Business	test		50	4.0	3.0	TR
		A	OTHER-075V	A01	LEC	Intro To Introductions - TEST			666	5.0	8.0	ONLINE
☐		B	OTHER-075V	B01	LEC	Intro To Introductions - TEST			30	5.0	8.0	MT
☐		B	OTHER-075V	B21	DIS	Introduction To Introductions - TEST			30	0.0	1.0	M
		F	OTHER-555	F01	LEC	Katherine's Testing			50	4.0	3.0	MWR
		A	SUMR-000	A01	LEC	Puppy Party W/ Dis And Lab			20	5.0	3.0	ONLINE
	12345	B	SUMR-000	B01	LEC	Puppy Party W/ Dis And Lab			30	5.0	3.0	ONLINE
		A	SUMR-001H	A02	SEM	HESA 001			30	1.0	1.0	MWR
	15556	A	SUMR-001Z	A01	LEC	Leading At The Speed Of Trust			30	4.0	3.0	ONLINE
		B	SUMR-005E	B01	LEC	Coconut's Class 2			30	4.0	3.0	ONLINE