



Advanced Unit 1 – Roster

**ROSS Dispatch Training Student Workbook
Release 2.16.12**

For ROSS Steady State
Operations & Maintenance



Developed by Phacil, Inc. under
Contract #: GS-35F-502CA/12024B18F0002

Table of Contents

OBJECTIVES..... 2

ADVANCED UNIT 1: ROSTERS 3

1.1 Objectives 3

1.2 Overview 3

1.3 Roster Screen > Search Resources Dialog Box 4

1.4 Roster Screen > Roster Panel 6

1.5 Roster Screen > Primary Roster Position Panel 9

1.6 Roster Screen > Primary Roster Position Panel > Buttons 10

1.7 Roster Screen > Add/Swap Roster Resources Panel > Inventory Tab 13

1.8 Roster Screen > Add/Swap Roster Resources Panel > Alternates Tab 14

1.9 Practice Session 15

1.10 Assignment Roster > Assignment Roster Panel 16

1.11 Assignment Roster > Assignment Roster Panel > Buttons 18

1.12 Assignment Roster > Add/Swap Roster Resources Panel > Tabs 21

1.13 Assignment Roster > Add/Swap Roster Resources Panel > Add/Swap Button 23

1.14 Practice Session 26

1.15 Assignment Roster > Request Creation Options Panel 26

1.16 Assignment Roster > Fill with Prepositioned Group 28

1.17 Assignment Roster > Fill with Temporary Group 31

1.18 Reassign Roster 33

1.19 Add Assignment Roster Later 34

1.20 Continue Assignment Roster 36

1.21 Cancel Assignment Roster 36

1.22 Refill Subordinate Request 37

1.23 Practice Session 37

1.24 Objectives Review 38

OBJECTIVES

Upon completion of this unit, the trainee will be able to:

1. Create and edit a Master Roster.
2. Create and manage Master Roster versions.
3. Quick Fill a resource using an Assignment Roster.
4. Fill a configuration request using an Assignment Roster.
5. Fill a configuration request with a Prepositioned Roster.
6. Fill a configuration request with a Temporary Group.
7. Add an Assignment Roster to a configuration request filled with a single resource.
8. Continue an Assignment Roster.
9. Cancel an Assignment Roster.
10. Refill a subordinate request.

ADVANCED UNIT 1: ROSTERS

1.1 Objectives

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.1 Objectives	<p>Refer to Slide ROSSD-SL-ADVANCED-01-01 (Rosters).</p> <p>Refer to Slide ROSSD-SL-ADVANCED-01-02 (Objectives).</p>

1.2 Overview

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.2 Overview	

1.3 Roster Screen > Search Resources Dialog Box

☑	Topic	Notes
☐	1.3 Roster Screen > Search Resources Dialog Box	<ul style="list-style-type: none"> • Accessed by Resource menu. • Roster screen used to create and edit Master Rosters for resources classified as a catalog item with a configuration. • A Master Roster is a list of positions (i.e., catalog items) with resources assigned. • Master Rosters can be created for Aircraft, Crew, Equipment, or Overhead resource items (but not Supply or Services items). • For resources with dedicated personnel (e.g., Type 1 Crews, overhead teams, and exclusive-use helicopters), a Master Roster expedites dispatching since it can be used to generate an Assignment Roster. • A resource can have only one Master Roster, however multiple ‘versions’ of the roster can be maintained. All, some, or none of the positions on the Master Roster can be assigned to a given version.

☑	Topic	Notes
☐	1.3 Roster Screen > Search Resources Dialog Box (continued)	<ul style="list-style-type: none"> • A resource can be assigned to any number of Master Rosters. • Set Search for Resource panel. • Search Results panel. <ul style="list-style-type: none"> – Grid: <ul style="list-style-type: none"> ▪ Displays resources for which you are the Home Dispatch, excluding those that are on a contract of type CWN or Agreement. ▪ Grid columns. – View button.

1.4 Roster Screen > Roster Panel

☑	Topic	Notes
☐	1.4 Roster Screen > Roster Panel	<ul style="list-style-type: none"> • Resource Name. • Roster Name. • Has Non-Local Resources. • Has Position with No Version. • New button and New Roster dialog box – Not applicable if resource already has a roster. <ul style="list-style-type: none"> – Resource Name. – Roster Name. – Use Selected Qualification with Configuration as Template check box and qualifications grid. <ul style="list-style-type: none"> ▪ View Configuration button.

☑	Topic	Notes
☐	1.4 Roster Screen > Roster Panel (continued)	<ul style="list-style-type: none"> ▪ Positions are added to the roster in order they appear in the configuration. ▪ If select qualification having its own configuration, sub-configuration not added to roster. ▪ If check box not checked, will build roster from scratch. – Enter Purpose/Documentation for Roster. • Edit button and Edit Roster dialog box – Used to edit roster name, and create and edit roster versions. Roster Versions panel: <ul style="list-style-type: none"> – Grid columns. <ul style="list-style-type: none"> ▪ Name. ▪ Code – One or two digit abbreviation for version.

☑	Topic	Notes
☐	1.4 Roster Screen > Roster Panel (continued)	<ul style="list-style-type: none"> ▪ Default check box – Default version of Master Roster will be basis for Assignment Rosters. – New button. – Save button. – Delete button. • Search button. • View Resource button. • Documentation button. • Delete button – Deletes the roster and all its versions.

1.5 Roster Screen > Primary Roster Position Panel

☑	Topic	Notes
☐	1.5 Roster Screen > Primary Roster Position Panel	<ul style="list-style-type: none"> • Grid defaults to displaying all positions on the roster, regardless of whether they are assigned to any versions. • Grid columns of note: <ul style="list-style-type: none"> – Version – Roster versions to which the position has been assigned. Only applicable if there is a version. – Reserved – If a resource is reserved for a roster, and resource is used independent of roster, a warning message displays but ROSS does <u>not</u> restrict use of resource. – # – Row number, which indicates sequential order of the roster position. • Version drop-down list – Can set version context of the grid. Only displays if roster has at least one version.

1.6 Roster Screen > Primary Roster Position Panel > Buttons

☑	Topic	Notes
☐	1.6 Roster Screen > Primary Roster Position Panel > Buttons	<ul style="list-style-type: none"> • <u>Cannot</u> perform actions such as adding a position or changing a restriction while viewing a specific roster version; they must be performed while viewing the entire Master Roster. • Action button > Add Position. <ul style="list-style-type: none"> – Cannot add an alias, service, or Supply catalog item. – Add Roster Positions dialog box. – Positions are added to the bottom of the roster. • Sequencing of Positions. <ul style="list-style-type: none"> – Order of positions on Master Roster or Master Roster version dictates initial order of positions on Assignment Roster.

☑	Topic	Notes
☐	1.6 Roster Screen > Primary Roster Position Panel > Buttons (continued)	<ul style="list-style-type: none"> – Two methods for changing: <ul style="list-style-type: none"> ▪ Move Position Up/Down buttons. ▪ Set To # button. • Action > Delete Position. <ul style="list-style-type: none"> – Deletes position from Master Roster and all versions. – Position numbering is updated such that there are no gaps in the numbering. • Action > Mark as Reserved. • Action > Clear Reserved. • Action > Change Restriction – Applicable to Overhead only. Error message displays if restriction changed such that an alternate for position no longer qualifies.

☑	Topic	Notes
☐	1.6 Roster Screen > Primary Roster Position Panel > Buttons (continued)	<ul style="list-style-type: none"> • Action > Remove Resource. • Action > Assign Roster Versions. <ul style="list-style-type: none"> – Used to add/remove positions to/from roster versions. – Only applicable if roster has at least one version. – Can access all versions of roster at same time, regardless of whether viewing a specific version on Roster screen. – Assign Roster Versions dialog box. <ul style="list-style-type: none"> ▪ Positions For Version drop-down list. ▪ Positions For Version grid – Positions assigned to the version. ▪ Add and Remove buttons.

☑	Topic	Notes
☐	1.6 Roster Screen > Primary Roster Position Panel > Buttons (continued)	<ul style="list-style-type: none"> • Go To button. • View button. • Print button.

1.7 Roster Screen > Add/Swap Roster Resources Panel > Inventory Tab

☑	Topic	Notes
☐	1.7 Roster Screen > Add/Swap Roster Resources Panel > Inventory Tab	<ul style="list-style-type: none"> • Used to assign a resource from ROSS inventory to selected position, or add a resource as an alternate for the position. • <u>Cannot</u> perform add/swap while viewing a specific roster version – must display entire roster. • Add as Alternate button – Adds selected resource as an alternate to selected position.

☑	Topic	Notes
☐	1.7 Roster Screen > Add/Swap Roster Resources Panel > Inventory Tab (continued)	<ul style="list-style-type: none"> • Add/Swap button. <ul style="list-style-type: none"> – If a resource is not yet assigned to selected position, assigns the selected resource. – If a resource is already assigned to selected roster position, swaps out assigned resource with the selected resource. – If resource being added or swapped has its own Master Roster, it is <u>not</u> displayed as a nested roster. • View button.

1.8 Roster Screen > Add/Swap Roster Resources Panel > Alternates Tab

☑	Topic	Notes
☐	1.8 Roster Screen > Add/Swap Roster Resources Panel > Alternates Tab	<ul style="list-style-type: none"> • Used to assign a resource, identified as an alternate for a position, to the position as the primary.

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.8 Roster Screen > Add/Swap Roster Resources Panel > Alternates Tab (continued)	<ul style="list-style-type: none"> • Add/Swap button – Same as on Inventory tab. • Remove button – Removes selected resource as an alternate for selected position. • View button.

1.9 Practice Session

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.9 Practice Session	

1.10 Assignment Roster > Assignment Roster Panel

☑	Topic	Notes
☐	1.10 Assignment Roster > Assignment Roster Panel	<ul style="list-style-type: none"> • Select Master Roster Version dialog box. • If selected resource and all members of Master Roster are available, receive message stating they can be assigned immediately without accessing Assignment Roster. • Assignment roster is a temporary, request-specific roster consisting of a list of positions (i.e., catalog items) with resources assigned. • Used to manage creation, filling, and placing (non-local resources only) of subordinate requests for the selected parent request. • Fields in upper left of screen. <ul style="list-style-type: none"> – Master Roster has Versions. – Assignment Resource Name.

☑	Topic	Notes
☐	1.10 Assignment Roster > Assignment Roster Panel (continued)	<ul style="list-style-type: none"> • Assignment Roster grid – Similar columns as on Roster screen. <ul style="list-style-type: none"> – Request column – Displays request associated with position. – Each position has an assigned ‘request’, based on sequential order of the positions. – When quick filling, the root request number cannot be known until Assignment Roster is closed out and parent request is created, so a question mark (?) displays. • Sequencing of Positions. <ul style="list-style-type: none"> – Order of positions dictates request numbers to be assigned to associated subordinate requests. – Request for first subordinate position will always be numbered with suffix ‘.1’, second will be ‘.2’, etc. – True at any level of nesting within Assignment Roster. – Cannot move a position down to another position that is the parent of a nested group. – If parent of a nested group is moved, all positions within the group are moved so as to stay with the parent.

1.11 Assignment Roster > Assignment Roster Panel > Buttons

☑	Topic	Notes
☐	1.11 Assignment Roster > Assignment Roster Panel > Buttons	<ul style="list-style-type: none"> • Add Position. <ul style="list-style-type: none"> – Used to add a subordinate position under selected configuration position. – If a resource is assigned to the selected position, it must be local. • Delete Position – When a position is deleted, position numbering is updated to avoid gaps. • Remove Resource. <ul style="list-style-type: none"> – Resource cannot be removed from a position if a request has already been created for the position (this is not a factor when quick filling since Assignment Roster cannot be re-visited). – If position has subordinates, they are deleted. • Change Restriction – Receive warning if a primary or alternate cannot meet new restriction; continuing removes assigned resource.

☑	Topic	Notes
☐	1.11 Assignment Roster > Assignment Roster Panel > Buttons (continued)	<ul style="list-style-type: none"> • Delete All – Deletes all positions except root. • Build From Configuration. <ul style="list-style-type: none"> – Builds out subordinate positions of selected configuration position. – Positions added in order they appear in the configuration. – If a resource is assigned to the selected position, it must be local. – Not applicable if subordinate request has been created for the position. • Set/Unset Add Roster Later. <ul style="list-style-type: none"> – Used to indicate whether there is intention to add Assignment Roster later to request to be created for selected configuration position. – Must be true for selected position: <ul style="list-style-type: none"> ▪ Has a local resource assigned. ▪ Has no subordinate requests. ▪ Assigned resource is not currently assigned to another request.

☑	Topic	Notes
☐	1.11 Assignment Roster > Assignment Roster Panel > Buttons (continued)	<ul style="list-style-type: none"> ▪ Assigned resource is not on a CWN or Agreement contract. • Build From Master Roster. <ul style="list-style-type: none"> – Applies Master Roster of selected resource to selected configuration position. – If two or more versions exist, Select Master Roster Version dialog box displays. – Can be used to change the Master Roster version currently applied to a position. – Clears any existing subordinate positions of selected parent position. – Positions are added to Assignment Roster in order they appear on Master Roster. • View button. • Print button.

1.12 Assignment Roster > Add/Swap Roster Resources Panel > Tabs

☑	Topic	Notes
☐	1.12 Assignment Roster > Add/Swap Roster Resources Panel > Tabs	<ul style="list-style-type: none"> • Inventory tab. <ul style="list-style-type: none"> – Used to assign a resource from ROSS inventory to selected position, or add a resource as an alternate for the position. – Filter criteria fields. – Grid columns. – For a resource to display it must: <ul style="list-style-type: none"> ▪ Have a qualification matching selected position with one exception: If Overhead with restriction of Developmental, resource need only be from same catalog. ▪ If Overhead, have a qualification status matching restriction placed on position as follows: <ul style="list-style-type: none"> ▫ If restriction is Trainee Acceptable, status must be Trainee or Qualified. ▫ If restriction is Trainee Required, status must be Trainee.

☑	Topic	Notes
☐	1.12 Assignment Roster > Add/Swap Roster Resources Panel > Tabs (continued)	<ul style="list-style-type: none"> ▫ If restriction is Developmental, status can be any value as long as resource is qualified. ▫ If restriction is Qualified Only, status must be Qualified. – View button. • Roster Position Resources tab. <ul style="list-style-type: none"> – Displays resources from the Master Roster that have not yet been assigned to a position on the assignment roster. – Filter criteria fields. – Grid columns. – Resources that are Returned from Assignment do not display.

1.13 Assignment Roster > Add/Swap Roster Resources Panel > Add/Swap Button

☑	Topic	Notes
☐	1.13 Assignment Roster > Add/Swap Roster Resources Panel > Add/Swap Button	<ul style="list-style-type: none"> • At any level of nesting, a resource cannot be assigned to a subordinate position if there is not a resource assigned to the parent position. • When assigning non-local resource, only resource can be assigned, not the roster or configuration. However, non-local resource can be reassigned with roster or configuration if your dispatch is resource’s Current Dispatch. • Add/Swap with Resource Only. <ul style="list-style-type: none"> – Assigns selected resource to selected position. – If resource is local, and position has resource assigned and sub positions, resource is replaced and sub positions and assigned resources are retained. – If resource is non-local, and position is a configuration, the resource is assigned but all sub positions are deleted.

☑	Topic	Notes
☐	1.13 Assignment Roster > Add/Swap Roster Resources Panel > Add/Swap Button (continued)	<ul style="list-style-type: none"> • Add/Swap with Resource Only (Add Roster Later) – Assigns group resource as a single resource, with intention to add Assignment Roster later. • Add/Swap with Resource using Roster. <ul style="list-style-type: none"> – Assigns the resource and its Master Roster. – Master Roster positions and assigned resources are added to Assignment Roster. – If position already has sub positions, they are replaced with the Master Roster positions. – Positions added in order they appear on Master Roster. • Add/Swap with Resource using Configuration. <ul style="list-style-type: none"> – Assigns resource to selected position, and adds the subordinate positions of the configuration – If position already has sub positions, they are replaced with the configuration positions.

☑	Topic	Notes
☐	1.13 Assignment Roster > Add/Swap Roster Resources Panel > Add/Swap Button (continued)	<ul style="list-style-type: none"> – Positions added in order they appear in configuration. • After click OK, cannot again access the Assignment Roster. • If a resource on Assignment Roster is Unavailable (but not assigned to an incident), associated position is ignored. • All subordinate positions without assigned resources are ignored. • Requests are generated and filled, and resources are set At Incident. • When subordinate requests created for positions with non-local resources assigned: <ul style="list-style-type: none"> – If resource is unassigned, ROSS places request to Home (or Preposition) Dispatch. – If resource is assigned, ROSS places request to Current Dispatch requesting that specific resource.

1.14 Practice Session

☑	Topic	Notes
☐	1.14 Practice Session	

1.15 Assignment Roster > Request Creation Options Panel

☑	Topic	Notes
☐	1.15 Assignment Roster > Request Creation Options Panel	<ul style="list-style-type: none"> • Request Creation Options dictate resource and request actions to be performed when OK button is clicked. • 'Save and continue later' radio button – No requests are generated. • 'Commit Resources (save and continue unassigned later)' radio button. <ul style="list-style-type: none"> – Creates and fills subordinate request for each position with assigned resource. – Unassigned positions are unaffected (i.e., no pending requests are created).

☑	Topic	Notes
☐	1.15 Assignment Roster > Request Creation Options Panel (continued)	<ul style="list-style-type: none"> <li data-bbox="835 250 1822 321">– Unavailable resources must be removed or replaced with available resource. <li data-bbox="835 423 1591 459">– After clicking OK, Fill Request dialog box displays. <li data-bbox="835 561 1854 630">– Travel option selected applies to all resources being assigned at that time. <li data-bbox="835 732 1871 800">– If ETD/ETA is set for parent, cannot overlap assignment history of any sub resources. If overlap, ROSS sets sub to Travel TBA. <li data-bbox="835 857 1829 893">– Cannot edit sub requests or their resources via Assignment Roster. <li data-bbox="785 995 1906 1101">• 'Commit Resources and Create Outstanding Requests' radio button – Same as 'Commit Resources (save and continue unassigned later)' radio button except pending subordinate request created for each unassigned position.

☑	Topic	Notes
☐	1.15 Assignment Roster > Request Creation Options Panel (continued)	<ul style="list-style-type: none"> • 'Set [request number] as Filled' check box. <ul style="list-style-type: none"> – Applicable only with 'Commit Resources and Create Outstanding Requests' radio button. – Sets root request as 'filled'. – Closes out the Assignment Roster in ROSS.

1.16 Assignment Roster > Fill with Prepositioned Group

☑	Topic	Notes
☐	1.16 Assignment Roster > Fill with Prepositioned Group	<ul style="list-style-type: none"> • 'View Prepositioned Group' under View button on Available tab. • Request Creation Options panel does not display. • Following positions from preposition Assignment Roster are <u>not</u> included on new Assignment Roster: <ul style="list-style-type: none"> – Positions that have not been filled.

☑	Topic	Notes
☐	1.16 Assignment Roster > Fill with Prepositioned Group (continued)	<ul style="list-style-type: none"> – Positions where assigned resource is: <ul style="list-style-type: none"> ▪ Unavailable. ▪ Demob En Route from preposition incident. ▪ Reassigned (At Incident) on a non-preposition incident. • ‘View Pending Requests’ under View button beneath table – Displays requests still pending for prepositioned group. • Inventory tab. • Roster Position Resources tab – Does not display. • Remaining Roster Resources tab. <ul style="list-style-type: none"> – Only displays when filling with a prepositioned group.

☑	Topic	Notes
☐	1.16 Assignment Roster > Fill with Prepositioned Group (continued)	<ul style="list-style-type: none"> – Resource must: <ul style="list-style-type: none"> ▪ Not yet be assigned to a position on the assignment roster. ▪ Not be Returned from Assignment. ▪ Have a qualification matching position (unless Developmental Overhead, in which resource need only be from same catalog). • Add/Swap button. <ul style="list-style-type: none"> – Add Swap with Resource using Roster – Disabled on Remaining Roster Resources tab. – Add/Swap with Resource using Prepositioned Roster – Adds parent resource and all subordinates from prepositioned group to Assignment Roster.

1.17 Assignment Roster > Fill with Temporary Group

☑	Topic	Notes
☐	1.17 Assignment Roster > Fill with Temporary Group	<ul style="list-style-type: none"> • Allows part of a prepositioned Crew or Overhead team to be used to construct a temporary (non-inventory) group to fill a request on a non-preposition incident. • The request on the non-preposition incident must be for a catalog item identified as an 'alias' and for which 'Fill With Temporary Group' is authorized. Requests for such a catalog item can only be filled by a prepositioned roster. • The resources on the preposition roster can be spread out among multiple non-preposition incidents. • Delete positions you do not want to be part of temporary group. • After filling selected configuration request with a portion of prepositioned group, parent and remaining subordinates are available to fill requests on other non-preposition incidents.

☑	Topic	Notes
☐	1.17 Assignment Roster > Fill with Temporary Group (continued)	<ul style="list-style-type: none"> • Following scenario illustrates use of the Fill with Temporary Group functionality: <ul style="list-style-type: none"> – A Crew Type II is prepositioned with Dispatch A. – Dispatch A assigns a portion of the crew to a request for a short crew C-1 (by removing the unneeded positions from the Assignment Roster). The Assignment Roster initially displays the parent resource's prepositioned roster. – The dispatcher enters an 'Assignment Resource Name', typically the name of the Crew Boss and the number of crew members (e.g., 'Smith +4'). – Since the prepositioned crew no longer meets the criteria of a Crew Type II (some resources are assigned to the short crew), the dispatcher changes the parent resource's status to Unavailable. – To fill a second short crew request C-2, for example, using the same prepositioned crew, the dispatcher selects the request and then selects 'Fill with Temporary Group' from the Action button drop-down list. – The Assignment Roster initially contains only the parent position – all subordinate positions must be added manually. – The dispatcher searches for resources from the prepositioned Crew Type II that were not used on the C-1 request, and assigns them to the C-2 Assignment Roster as appropriate.

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.17 Assignment Roster > Fill with Temporary Group (continued)	<ul style="list-style-type: none"> • Cannot reassign a Crew or Overhead Team 'temporary group' to a preposition incident. Message displays: "This group cannot be reassigned to another preposition incident because it is only part of a prepositioned group. The entire group must be reassigned at one time."

1.18 Reassign Roster

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.18 Reassign Roster	<ul style="list-style-type: none"> • Statements in bottom section of screen. • View button. • When parent reassigned, filled subordinate requests on original assignment inherit travel selected for parent to new assignment. • Resources (on parent and subordinates) reassigned in context of qualification they are presently using. • Order of positions, and their associated subordinate request number suffixes, are retained.

1.19 Add Assignment Roster Later

☑	Topic	Notes
☐	1.19 Add Assignment Roster Later	<ul style="list-style-type: none"> • Used to add Assignment Roster to a configuration request that was filled with a single resource. • Intent to add roster later does not have to have been indicated for request. • Only filling dispatch can add an Assignment Roster. • Request cannot be for an Overhead item. • If resource not prepositioned, request must be resource’s current assignment. • If resource prepositioned, request must be resource’s current preposition assignment. • Add Assignment Roster Option dialog box. <ul style="list-style-type: none"> – Add Assignment Roster using Master Roster.

☑	Topic	Notes
☐	1.19 Add Assignment Roster Later (continued)	<ul style="list-style-type: none"> – Add Assignment Roster using Configuration. – Add Assignment Roster (build from scratch). • Request Creation Options – Different when adding an Assignment Roster later versus at time of fill in that no pending requests can be created (i.e., positions without an available resource assigned are deleted). <ul style="list-style-type: none"> – 'Save and continue later' radio button. – 'Commit Resources (delete unassigned)' radio button displays instead of 'Commit Resources (save and continue unassigned later)' radio button. <ul style="list-style-type: none"> ▪ Creates sub requests for positions for which assigned resource does not have a status of Unavailable. ▪ Once selected and OK button clicked, you cannot again access Assignment Roster.

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.19 Add Assignment Roster Later (continued)	<ul style="list-style-type: none"> • Travel Assignments Overlap – When adding an Assignment Roster, travel set for each local resource cannot overlap any other assignments in the resource’s history. No check for travel overlaps with non-local resources.

1.20 Continue Assignment Roster

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.20 Continue Assignment Roster	<ul style="list-style-type: none"> • Used to access an in-progress Assignment Roster.

1.21 Cancel Assignment Roster

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.21 Cancel Assignment Roster	<ul style="list-style-type: none"> • Used to cancel an in-progress Assignment Roster. • Cannot cancel once a subordinate request has been created

1.22 Refill Subordinate Request

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.22 Refill Subordinate Request	<ul style="list-style-type: none"> • Applicable only to subordinate requests that were unfilled (via Request Status screen). • Refill Subordinate Request dialog box. <ul style="list-style-type: none"> – Remove Resource button – Applicable only to the unfilled subordinate. – View button. – Add/Swap Roster Resources panel – Applicable only to the unfilled subordinate.

1.23 Practice Session

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.23 Practice Session	

1.24 Objectives Review

<input checked="" type="checkbox"/>	Topic	Notes
<input type="checkbox"/>	1.24 Objectives Review	Refer to Slide ROSSD-SL-ADVANCED-01-03 (Objectives Review).