



Term codes: Pennant standardizes how Penn represents them

Why?

Many functions in the Pennant systems require academic terms to be specified. The legacy systems being replaced specified terms in inconsistent ways. Pennant will use a single consolidated method for defining term codes.

How?

The new codes employ a six-character numeric schema. Coding for a term will be based on a YYYYTT format, where YYYY represents the Calendar Year and TT represents where the term falls in that calendar year, starting with Spring and ending with Fall.

The table at right illustrates the new method in context.

Note that naming of the term codes is not dependent on the definition of an academic year. The table at right reflects an academic year that starts with Summer 1 and ends with Spring. This grouping of terms is provided only as an example to present the new term codes in context. Definition of an academic year will not be needed for Release 1 and will be reviewed and finalized at a later date for subsequent releases.

Background: NGSS teams carefully reviewed options and opportunities for defining term codes in Pennant. They agreed that the schema should:

- be as meaningful and intuitive as possible
- allow sorting of terms in chronological order
- be numeric; no alphabetic characters permitted

This last requirement is a constraint of the Banner software platform used for the Pennant systems.

When?

The new codes will apply to Release 1 of Pennant and to all subsequent releases.

Academic year	Term description	Term code
2013 - 2014	Summer 1, 2013	201322
	Summer 2, 2013	201324
	Fall, 2013	201330
	Spring, 2014	201410
2014 - 2015	Summer 1, 2014	201422
	Summer 2, 2014	201424
	Fall, 2014	201430
	Spring, 2015	201510

Who?

Analysis and development of the new term-code specification was done by the NGSS project team, including representatives from several administrative units.

Anyone loading transactions into Pennant Accounts (manually or via an interface) will use the new term codes, as will those running reports against Pennant or other Accounts Receivable data stores. Pennant Accounts displays both term code and description, e.g., "201410, Spring 2014," but records may be sorted by the code, so those viewing data directly in Pennant Accounts should know them. In later Pennant releases, additional processes and personnel will work with the new codes.

Contacts

Janet Ansert
ansertjm@upenn.edu

Laural Arthur
llarthur@upenn.edu