Common Errors with Definition:

This space has a use that requires you to specify one or more Principal Investigator(s)

You MUST specify a Principal Investigator for this space. The room will not submit until you do so. If the space is utilized by many Principal Investigators, please list each one with their applicable percentages.

Error: On the Room Info tab, you are required to specify Station Count for this space

You MUST enter a number in the Station Count field before the room will submit. A good rule of thumb is number of workstations in the room.

You have not specified any supported rooms

For any Research Lab Service, Computational Lab Service, Environmental Chambers, Water Treatment, and Sterilization Room you must specify the room or rooms in which it supports. You do not need to enter function, accounts, or occupants for any room with the Supported Rooms tab but you will need to specify the room or rooms in which it supports.

Error: Function Assignment requires valid Occupants to be specified

There is a function/occupant mismatch. If you claim sponsored research, sponsored instruction, or other sponsored activities, you must also specify an occupant or occupants that correspond to those functions. If you claim more than one of these you must specify occupants that satisfy all of the rules. For example if you claim sponsored research and sponsored instruction you must list occupants that have been paid from both sponsored research accounts AND sponsored instruction accounts.

Error: Function Assignment requires valid Grants to be specified

There is a function/account mismatch. If you claim sponsored research, sponsored instruction, or other sponsored activities, you must also specify an account or accounts that correspond to those functions. If you claim more than one of these you must specify accounts that satisfy all of the rules. For example if you claim sponsored research and sponsored instruction your accounts you must list both sponsored research accounts AND sponsored instruction accounts.