

# Swap Requests

In addition to “ADD” and “REPLACE” requests, students are able to enter “SWAP” requests for core clerkships. These core clerkships are most likely full or not available, but another student may be willing to swap one of their core clerkships with you.

The processing of SWAP requests is done in real-time and not at the time of the weekly Shuffle. SWAP requests can be entered at any time as long as the period for the clerkship is not closed.

Below is the menu you will see when you login to the Shuffle:

The screenshot shows the Stanford School of Medicine 'the Fishbowl' interface. At the top, there is a navigation bar with buttons for 'Shuffle Results / Drops', 'Prior Results / Info', 'Add / Replace', 'Open Cores', 'Swap Cores', 'Swap History', and 'Student Info'. Below this, the 'Current Shuffle Results' section includes a help message and two icons: a padlock for 'Course is Locked' and a circular arrow for 'Signifies that this course is the result of a swap'. A table below displays the results for two periods.

Aca Year	Period	Attend Dates	Dept	Course	Sec Status / Seq	Action	Swapped
2006-07	2	Jul 31 - Aug 27, 2006	MED	313A	Drawn - 2	Course is Locked	
	3	Aug 28 - Oct 22, 2006	MED	300A	Drawn - 5	Course is Locked	

The main menu shows the Shuffle results including a new column that shows that the resulting clerkship was due to a SWAP request.

A list of all open Core Clerkships can be found under the “Open Cores” menu. The menu is shown below. You can locate all open (available) core clerkships by choosing the clerkship and academic year. Press the “Expand” text to list all the available periods.

All Cores with Open Periods			
2006-07	ANES	306A	collapse
Period 1		Open 3	
Period 2		Open 1	
Period 4		Open 1	
Period 5		Open 1	
Period 6		Open 7	
Period 7		Open 3	
Period 9		Open 2	
2006-07	ANES	306N	expand
2006-07	ANES	306P	expand
2006-07	INDE	301A	expand
2006-07	MED	300A	expand

Select Course to Swap

AcaYr-Course-Period-Sec

Select Course to Swap

- 2006-07 - MED 313A - 2
- 2006-07 - MED 300A - 3
- 2006-07 - PEDS 300A - 5
- 2006-07 - ANES 306A - 7
- 2006-07 - INDE 301A - 10
- 2006-07 - SURG 300A - 11
- 2007-08 - PSYC 300A - 5
- 2007-08 - OBGYN 300A - 7 A
- 2007-08 - NENS 301A - 9

The "Swap Cores" menu is the place where you can add your swap requests and to see if any other student has submitted a request which matches yours. To enter a request, choose your request from the first pull down menu titled: "Select Course to Swap".

The program will then show you a list of possible clerkships with which you can swap. Once you make your selection, press the "ADD SWAP" button and your request will be entered into the system for all other students to see.

Swap With

AcaYr-Course-Period-Sec

2007-08 - NENS 301A - 9

2006-07 - ANES 306A - 7

2006-07 - INDE 301A - 10

2007-08 - NENS 301A - 9

ADD Swap to Table

Once you have made all your selections, the screen will be updated to show all the clerkships which you have made available. Also, a list of "matched" clerkships will be shown under the "Available Courses That Can Be Swapped" section. If you choose to

accept the clerkship swap, click on the green SWAP text. The clerkship will then be automatically added to your schedule.

If you change your mind and no longer want to offer a clerkship to be swapped, click on the "DELETE" text in your list of available clerkships:

Below are your current Valid swaps that you have entered into the system and that other students can see. If you not longer wish to swap these courses, you can use the red delete link to remove it from the swap list  
Your courses you want to swap.

Swap Course	With	Course	Status	Delete
2006-07 ANES 306A 7		2006-07 INDE 301A 10	Available	Delete
2007-08 PSYC 300A 5		2006-07 ANES 306A 7	Available	Delete
2007-08 PSYC 300A 5		2007-08 NENS 301A 9	Available	Delete
2006-07 INDE 301A 10		2007-08 NENS 301A 9	Available	Delete
2006-07 MED 313A 2		2007-08 PSYC 300A 5	Available	Delete

You can take a look at your swap activity under the "Swap History" menu. It shows any swaps that you participated in and any you chose to delete:

Swap Course	With	Course	Status	
2006-07 MED 313A 2		2007-08 PSYC 300A 5	Deleted	5/15/2007
2006-07 MED 313A 2		2007-08 NENS 301A 9	Deleted	5/15/2007
2006-07 PEDS 300A 5		2006-07 MED 300A 3	Swapped	5/15/2007
2006-07 MED 300A 3		2006-07 PEDS 300A 5	Deleted	5/15/2007
2006-07 MED 313A 2		2006-07 INDE 301A 10	Deleted	4/26/2007
2006-07 ANES 306A 7		2007-08 NENS 301A 9	Deleted	4/26/2007
2006-07 PEDS 300A 11		2006-07 SURG 300A 5	Swapped	4/26/2007
2007-08 PSYC 300A 5		2006-07 INDE 301A 10	Deleted	4/26/2007
2006-07 SURG 300A 5		2006-07 PEDS 300A 11	Void	1/1/2000

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Although the Swap process *does not* guarantee that your request will be filled, it does give you another option for finding the clerkships which may be available by others participating in the clerkship program.