Searching for Student Activities which have been inputted

Log into CS > Navigate to 'Records and Enrollment' > HEAR > this takes you to following page >

Click on 'Student Activities' > this takes you to the following page >

MANCHESTER
1824

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arch:

My Favorites
Staff To Do Lists
Self Service
Campus Community
Records and Enrollment
> Career and Program
  Information
> Enrollment Summaries
> Term Processing
> Student Registration
▽ HEAR
  ▷ Setup
  ▷ Processes
  – Student Activities
  – Student Prizes and
    Awards
Curriculum Management
Set Up SACR
Reporting Tools
PeopleTools
My Personalizations

HEAR Student Activities

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value | Add a New Value

Academic Institution: begins with ✔ UMANC 🔍

ID: begins with ✔ [   ] 🔍

Last Name: begins with ✔ [   ]

First Name: begins with ✔ [   ]

☐ Include History   ☐ Correct History

[Search]   [Clear]   Basic Search 💾 Save Search Criteria

Find an Existing Value | Add a New Value

Enter the Student's ID number or their last name (in this example Emma Smith) > click search > this will bring up any 'Student Activities' which they have completed and have been uploaded into their CS record >

Student Activities

Institution	UMANC	The University of Manchester
EmplID	7026020	Emma Smith

Find | View All   First ◄ 1 of 1 ► Las

*Effective Date 16/09/2010 📅 ***Status** Active ▼

Activities
Customize | Find | 🔢   First ◄ 1 of 1 ► Last

*Activity ID	**Formal Title of Activity**	***Term**
00000052 🔍	Manchester Leadership Programme (MLP) Award	1081 🔍 ➕ ➖

💾 Save   🔍 Return to Search   ⬆ Previous in List   ⬇ Next in List   ➕ Add   📝 Update/Display   📝 Include

📝 Notify   📝 Correct