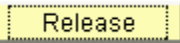
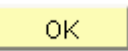


Manage Service Indicators





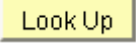
Release a Service Indicator

Paths:	Campus Community > Service Indicators (Student) > Manage Service Indicators
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1.	On the Find an Existing Value page, enter criteria to search for the student.
2.	Click the code for the service indicator you wish to release.
3.	Click 
4.	Click 

Add a Service Indicator

Paths:	Campus Community > Service Indicators (Student) > Manage Service Indicators
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1.	On the Find an Existing Value page, enter criteria to search for the student.
2.	Click 
3.	In the Institution field, enter UCONN.
4.	Enter the Service Indicator Code . To select a Service Indicator Code from the Lookup List, click  to the right of the field.
5.	Enter the Service Ind Reason Code . To select a Service Ind Reason Code from the Lookup List, click  to the right of the field.
6.	In the Start Term field, enter 0000. Note: If the Service Indicator will be effective starting in a future term, enter that term code.
7.	In the Start Date field, enter the date this service indicator becomes active.
8.	Optional: Select a Contact ID if appropriate for your department. To select a Contact ID from the Lookup List, click  to the right of the field. Type in your search criteria and then click  . Select from a value in the list.

9.	Type any additional notes about the Service Indicator in the Comments field. Note: This information is available to all who view Service Indicators.
10.	Click 