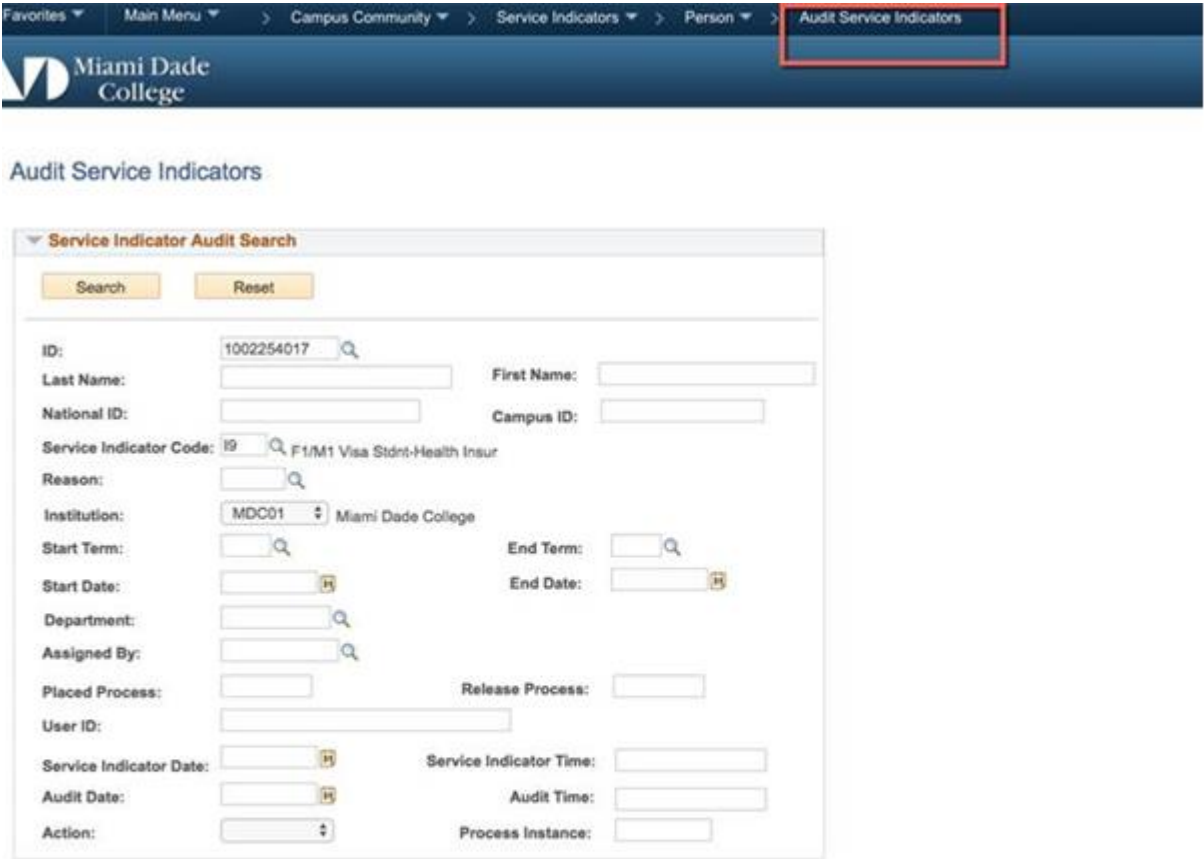
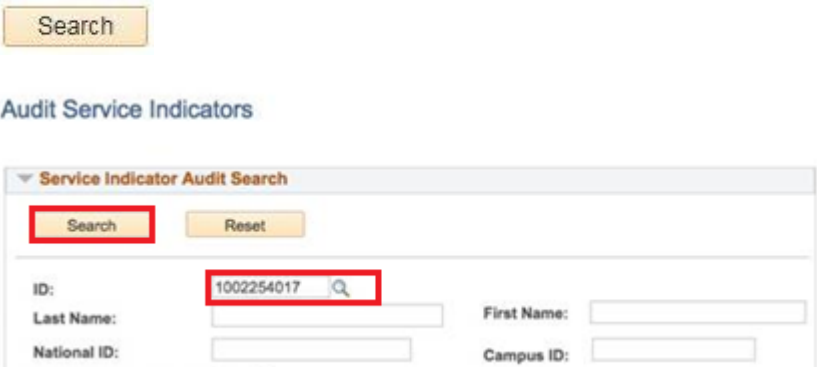
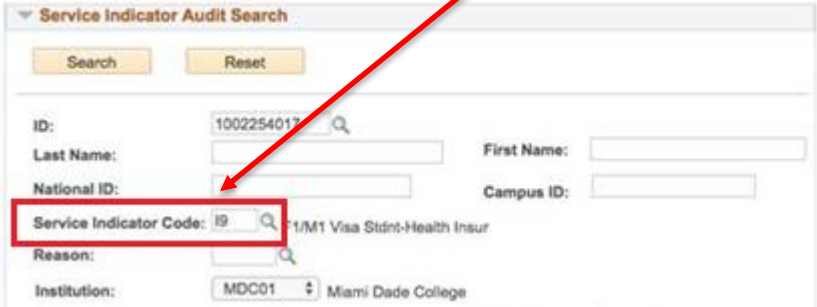
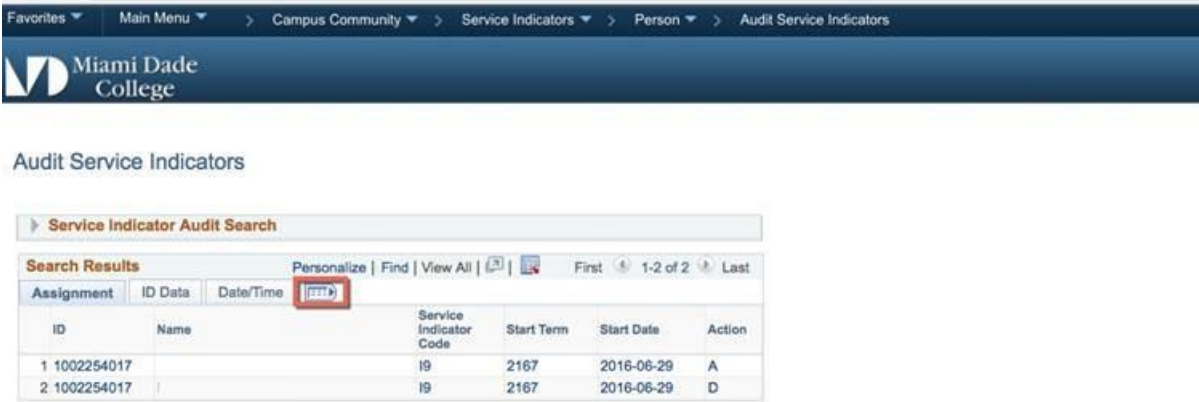
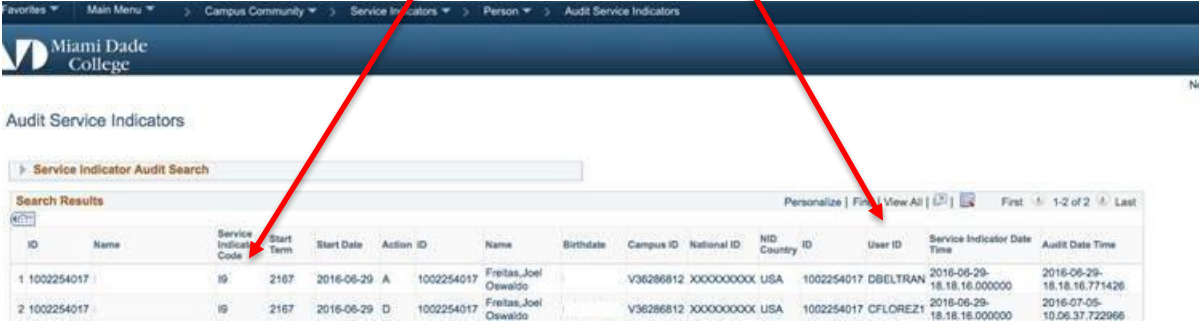
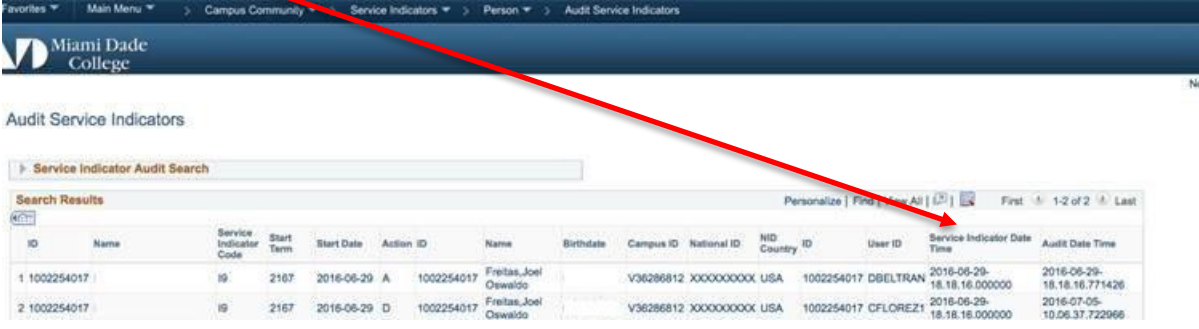


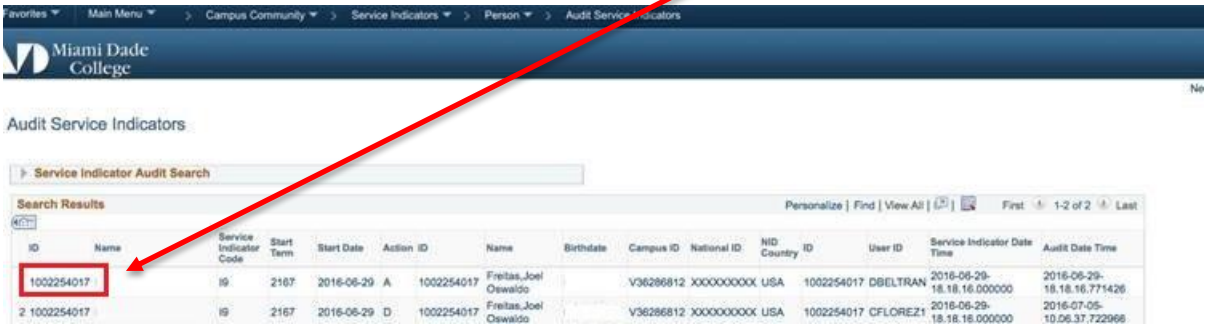
Service Indicator Audit

You can audit an individual's service indicator history, including the date and time when a service indicator was added/removed or changed and the username of the person who made the change.

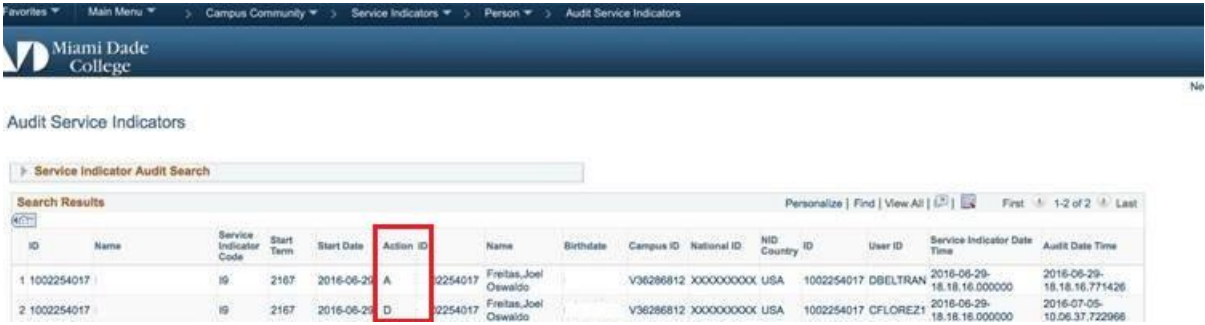
Step	Action
1.	<p>From the Main Menu, go to Campus Solutions > Campus Community > Service Indicator > Person > Audit Service Indicators</p> <p>Click Audit Service Indicators.</p> 

Step	Action
2.	<p>To view the service indicators for a given person, enter the person's EMPLI ID in the ID field and click Search.</p>  <p>The screenshot shows the 'Service Indicator Audit Search' form. The 'ID' field contains the value '1002254017'. The 'Search' button is highlighted with a red box. Other fields include 'Last Name', 'First Name', 'National ID', and 'Campus ID'.</p>
3.	<p>You can also search by Service Indicator Code.</p>  <p>The screenshot shows the 'Service Indicator Audit Search' form. The 'Service Indicator Code' field contains the value 'I9' and is highlighted with a red box. A red arrow points from the text above to this field. Other fields include 'ID', 'Last Name', 'First Name', 'National ID', 'Campus ID', 'Reason', and 'Institution' (set to 'MDC01 Miami Dade College').</p>

Step	Action
4.	<p>Once you access a student's history, click on the Expand Menu icon to view the full menu.</p> 
5.	<p>You will see a list of the service indicators, who added/removed or changed the indicator</p> 
6.	<p>and the date/time the action was taken.</p> 

Step	Action
7.	<p>You can also view the data in a page format by clicking on the row to view.</p> 

8.	<div data-bbox="318 806 1101 1871"> <p>Service Indicator Audit</p> <p>ID: 1002254017</p> <p>Institution: MDC01 MDC01</p> <p>Service Indicator Code: I9 F1/M1 Visa Stdnt-Health Insur</p> <p>Service Ind Reason Code: MSHIN See Inter. Adv-Need Health Insr</p> <p>Effect: Negative</p> <p>Audit Details</p> <p>Action: Add</p> <p>Audit Date/Time: 06/29/16 6:18:16.771426PM</p> <p>User ID: DBELTRAN Beltran,Dulce Maria</p> <p>Effective Period</p> <p>Start Term: 2167 Fall 2016 End Term:</p> <p>Start Date: 06/29/2016 End Date:</p> <p>Assignment Details</p> <p>Department: MDC Miami Dade College</p> <p>Reference:</p> <p>Amount: 0.00 Currency: USD</p> <p>Contact Information</p> <p>Contact ID: Contact Person:</p> <p>Placed Person ID: 1000030289 Placed By: Beltran,Dulce Maria</p> <p>Placed Method: Mass</p> <p>Placed Process: Release Process:</p> <p>Comments</p> <p>International Student, needs Health Insurance, must see International Student Department</p> <p>DateTime: 06/29/2016 6:18:16PM</p> <p>Cancel</p> </div> <div data-bbox="1159 806 1479 1087"> <p>Service Indicators can have comments. In this view you see all of the information above as well as the comment for this student and indicator in the box below.</p> </div> <div data-bbox="1159 1461 1414 1566"> <p>This indicator was applied by a job process.</p> </div>
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Step	Action																																													
9.	<p>Key to Action ID codes:</p> <p>A = Add C = Change D = Delete</p>  <p>The screenshot shows the 'Audit Service Indicators' search results page. The table below is a simplified version of the data shown in the screenshot:</p> <table border="1"> <thead> <tr> <th>ID</th> <th>Name</th> <th>Service Indicator Code</th> <th>Start Term</th> <th>Start Date</th> <th>Action ID</th> <th>Name</th> <th>Birthdate</th> <th>Campus ID</th> <th>National ID</th> <th>NID Country</th> <th>ID</th> <th>User ID</th> <th>Service Indicator Date Time</th> <th>Audit Date Time</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1002254017</td> <td>IS</td> <td>2167</td> <td>2016-06-29</td> <td>A</td> <td>Freitas,Joel Oswaldo</td> <td></td> <td>V36286812</td> <td>XXXXXXXXXX</td> <td>USA</td> <td>1002254017</td> <td>DBELTRAN</td> <td>2016-06-29-18.18.16.000000</td> <td>2016-06-29-18.18.16.771426</td> </tr> <tr> <td>2</td> <td>1002254017</td> <td>IS</td> <td>2167</td> <td>2016-06-29</td> <td>D</td> <td>Freitas,Joel Oswaldo</td> <td></td> <td>V36286812</td> <td>XXXXXXXXXX</td> <td>USA</td> <td>1002254017</td> <td>CFLOREZ1</td> <td>2016-06-29-18.18.16.000000</td> <td>2016-07-05-10.06.37.722968</td> </tr> </tbody> </table>	ID	Name	Service Indicator Code	Start Term	Start Date	Action ID	Name	Birthdate	Campus ID	National ID	NID Country	ID	User ID	Service Indicator Date Time	Audit Date Time	1	1002254017	IS	2167	2016-06-29	A	Freitas,Joel Oswaldo		V36286812	XXXXXXXXXX	USA	1002254017	DBELTRAN	2016-06-29-18.18.16.000000	2016-06-29-18.18.16.771426	2	1002254017	IS	2167	2016-06-29	D	Freitas,Joel Oswaldo		V36286812	XXXXXXXXXX	USA	1002254017	CFLOREZ1	2016-06-29-18.18.16.000000	2016-07-05-10.06.37.722968
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