

# SONISWEB™ 2.0 to 2.1 Patch Index – July 2007, Revised 07/13/07

This SONISWEB™ patch takes you from 2.0 to 2.1. The order of the patch notes is changed to make them easier to use. The order is alphabetically by user-role and then alphabetically by title of the note. User-roles for this list are Admissions, All Users, Executives, Faculty, Financial Recruiting, Registration & Courses, and SONISWEB™ Administrator.

All the displays are from an RJM Systems, Inc. test system. Displays after final testing may look slightly different.

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## Admissions

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### *Applicant Average GPA*

<b>Applicant GPA Report</b>		
Campus: ASN001,BUSINESS,CAMP1,CAMP2,CAMP3,CAMP4,CMED,COLLEGE,Dan,EUR001,LAW,NURSING,PIC,reeces,		
Department: COM,DAY,ENG,EVE,HIS,LA,LAW,MGT,NA,NUR,SCI,SS,ST,TB,THE		
Division: B,C,D,E,F,L,N,S,TB,W		
Level: 0,1,2,3,4,5,6		
<b>Entry Date: 12/03/2002</b>	<a href="#">Click on the name for detail of applicants higher education records</a>	
Name	ID	Average GPA
<a href="#">Adams, Amy A</a>	000000000	3.33
<a href="#">Dempsey, Jack M</a>	DE9164781	3.53
<a href="#">Sanderson, Glenda T</a>	047778989	
Total 12/03/2002 entry date applicants with higher education records:		3

This report of averages excludes high school and your (home institution) averages. Clicking a name in the list gives a “drill-down” report to show the numbers behind the GPA calculation for a person.

Dempsey, Jack M (DE9164781)				
Institution	Credits	Quality Points	Enter Date	Leave Date
Smith College	34.00	120.00	11/04/1999	01/01/1900

### Applicant Listing (RB): Dispositions Filter

**ADMINISTRATION ACCESS**

**SONISWEB™** Logout Names Courses Financials Systems Reports

**Reports**

- Academic Probation
- Academic Probation (RB)
- Activity Report: Prospects
- Activity Report...ots (RB)
- Activity Reports
- Activity Reports (RB)
- Advisors Listings
- Alumni Alpha Listing (RB)
- Alumni Labels (RB)
- Alumni Profile (RB)
- App Checklists ...g Items)
- Applicant Average GPA
- Applicant Disposition
- Applicant Disposition (RB)**
- Applicant Dispositions (RB)**
- Applicant Dispositions ALL-RB
- Applicant Listing
- Applicant Listing (RB)
- Applications by ...City/Zip
- Attendance
- Audit(s) (RB)
- Award Detail (RB)
- Award Summary f...J Yr/Sem
- Awards Summary

**Main Report Generator**  
**Building: Applicant Listing (RB)**

Select Campus (s): Asian Campus, Business, Centerville East Campus

Select Division (s): Business, College, Daytime

Select department(s): COM, Day, Eng

Select Program Code (s): Accounting, Accounting CH (Discontinued)

Select disposition(s): Accepted, Deferred, Rejected

Select Entry Date (s): 11/11/2005, 01/12/2005, 09/01/2004

Begin Date: 01/01/2006 End Date: 12/01/2006

PDF  Excel  Flash Paper

Clear Name Reset to Defaults Build Report

SonisWeb200  
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In the report you can select all, one, or a selected few dispositions to limit what is shown in the report.

## All Users

Useful to most, and maybe all, SONISWEB™ users.

### Activities by Group “Toggle”

The “toggle” is the “Check All” and “Uncheck All” radio buttons. It's quicker and simpler than your having to go to each checkbox and change it.

Submit	Name	Division	Dept.	Level	Campus
01	Abbott, Edgar (333333334)	Daytime	Liberal Arts	Faculty	Centerville Main Campus
02	Adams, Amy (000000000)	Law	Nursing & Allied Health	Masters	Centerville Main Campus
03	Adams, Amy (AD6943065)	TBD	To Be Determined	PhD	To Be Determined
04	Adams, Holly (AD9239838)	Daytime	To Be Determined	Freshman	Dan
05	Adams, Mary (AD4523155)	College	Day	Freshman	Business
06	Adams, Morticia (312115555)	Winter	Liberal Arts	Sophomore	Centerville Main Campus
07	Adams, Nigel (AD2324018)	Daytime	To Be Determined	Freshman	Dan
08	Adams, Oscar (111111111)	Evening	Science & Technology	Freshman	Centerville North Campus
09	Addams, Jane (AD3867728)	Evening	Science & Technology	Senior	To Be Determined
10	Alberts, Albert (AL1505660)	TBD	To Be Determined	High School	To Be Determined
11	Albertson, Alan (AL8749752)	TBD	To Be Determined	High School	To Be Determined
12	Albertson, Amy (AA3107122)	Daytime	Liberal Arts	PhD	Asian Campus
13	Albertson, Edgar (234weeeeee)	Daytime	To Be Determined	High School	Asian Campus

### Activities, Sort and Search

For many schools, activities are heavily used and so their list of activities is long. Two tools are now present to make it easier.

This display shows the sorting capability. You can sort up or down by any column. That can, for example, put the list in order by Code, Type, etc. The red arrow is how it's done.

Activities				
Activity Code	Activity	Type ▼	Request	Disabled
ACC	Activity ACC		N	Y
HRQ	Housing Request		Y	N
PPC	Prospect Phone Call		N	N
R_G	Request - Grades		Y	N
R_I	Request - Transcript		Y	N
WTH	Withdrawing Process		N	N
ALE	Applicant Law Follow-up Email	Email	N	N
ANF	Applicant Nursing Followup	Email	N	N
EMG	Email All	Email	N	N
EML	EMail	Email	N	N
SRC	StudentRegistrationCompleted	Email	N	N
SRD	Student Registration Drop Noti	Email	N	N
A4D	Annual Appeal 2004 Donation	Letter	N	N
A4P	Annual Appeal 2004 Pledge Ack	Letter	N	N
AAL	Applicant Accept - Law	Letter	N	N

The other option is a search. To make it work, you must first make a setting in Web Options (under Systems).

Max. Rows Displayed (Search Results)  Max. Rows Displayed (Record Lists)   
 Activities Displayed Before Offering Search (0 to bypass search):

Enter a number that is greater than zero but less than the number of activities in your system. When you do, you get the search prompt below.

**Activities Search**

Activity Code  Activity  Type

With it you search for the activity directly.

***Birthday Mail Merge***

Added to the long list of mail merge “report” functions in SONISWEB™ is one to build a list based on birthdays for sending congratulatory letters or cards.

***Bulletin Board***

Bulletin Board is new with this release and available to Students and Faculty. The users see this icon when logged in. The users can set preferences, add new items, and click the underlined subject of an item to see the details.



**Bulletin Board  
for Robert Williams**

[Logout](#)    [Biographic](#)    [Courses](#)    [Advisee Processing](#)

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**USER PREFERENCES**

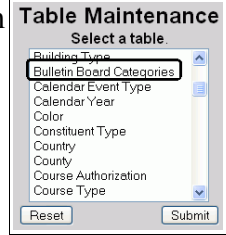
**For Sale**

<u>Motorola V70 Cell Phone</u>	Roy Smith	07/11/2007
<u>2003 VW Passat</u>	Roy Smith	07/11/2007

**Text Books**

<u>Scientific Calculator \$45</u>	EM5503912	07/11/2007
<u>Biology Today \$20 bucks</u>	J. Walter	07/11/2007

Setting up the bulletin board categories is under Table Maintenance with the table shown on the right.



Controls are included to limit who can view and otherwise use the Bulletin Board and to exclude those who abuse it. The function under Systems is “Communications Maintenance”. You see it highlighted in the function list below with an example of a set of restrictions by Restriction ID below.

**Systems**

- Communication Maintenance
- Course Delivery
- Course Evaluation Assignment
- DA: Copy A Curriculum Plan
- DA: Curriculum Overview
- DA: Report
- DA: Requirements Overview
- Data Dictionary
- Data Export
- DE Constituent Rating
- DE Funds
- DE Giving Level
- DE Pledge Activities
- DE Pledge: TCodes Mapping
- DE Pledges by Event
- Delete Status
- Department
- Disposition Activities
- Division
- Email: Bulk
- Email: Prospects
- Employer
- Enable Login

**Communication Maintenance**

**Search Restrictions**

**Results**

Restriction ID	User ID	Function	Category	Restriction Date
<u>3</u>		Bulletin Board		07/11/2007
<u>5</u>		Bulletin Board	Underground Events	07/11/2007
<u>2</u>	000000000	Bulletin Board	Underground Events	07/03/2007
<u>4</u>	333333334	Bulletin Board		07/11/2007
<u>1</u>	333333334	Bulletin Board	Looking For	07/03/2007

Clicking an underlined “Restriction ID” starts a drill-down process where you see and, if authorized, can modify each restriction.

### Emergency Contact

Each person's Relationships record has long been the basis for showing emergency contact as well as indicating relationships within the institution.

For those who prefer a separate record, Emergency Contacts is offered. In the image below you see the Emergency Contact record highlighted and arrows added on the record to show required entries.

**Records**

- Activities
- Address
- Advisors
- Application
- Biographic
- Courses
- Education
- Emergency Contact**
- Employment
- Financial Aid
- Health
- Holdings
- Housing Assignment

**Barker, Garrett** (Alumni - BA6762698)

**Emergency Contact**

Record 1 - 2 of 2

Name	Relationship	Primary No.	Alternate No.	Start Date	End Date	Inactive
Betty Compton	mother	919-778-5540		02/15/2007	10/01/2008	N
Harold Wilkins	step-father	919-111-7893	919-788-1345	06/01/2008	08/01/2009	Y

Required

**Names Search Alternate: New options; “other name”, search against last name, first name, maiden name, other name**

### Name Search

PID  OR Last  First  MI

**Status**

- Alumni
- Applicant
- Constituent

**Division**

- Business
- College
- Daytime

**Campus**

- Asian Campus
- Business
- Centerville East Campus

**Dept.**

- COM
- Day
- Eng

**Level**

- High School
- Freshman
- Sophomore

Alternative Search

The Alternative Search has been available for some time. Changes in this release are:

1. The addition of a field called “Other Name”, such as a hyphenated married name, in the Biographic record.
2. The alternative name search checking Last, Maiden, and Other Name to find a person.

This is what the results look like (to which we added highlighting).

Name Search				
Record 1 - 4 of 4				
Name	ID#	Status	Maiden Name	Other
<input checked="" type="radio"/> Mason, <b>Peny</b>	MA4541744	Student		<b>Salamaunder</b>
<input type="radio"/> Peterson, <b>Patty</b>	PE6329558	Student	<b>Smith</b>	
<input type="radio"/> <b>Schuler</b> , Paul	SC9251673	Student		
<input type="radio"/> <b>Silverbridge</b> , Paul	SI6354762	Student		

**Names Search Alternate: Partial name accepted**

Now in the Alternative Name search you can use partial names. Enter as much as you know and click the Search button.


***Names Search: Partial ID accepted***

Partial IDs have not been allowed in the PID field of the Names search. Now they are and it works just like a partial name, giving you a list of all those whose IDs contain your partial entry.

***Query Builder GPA formatting***

The formatting of the GPA in Query Builder has been changed to it's formatted the same as the reports and other ways GPA is shown.

## Executive Dashboard; new security settings

A person sees the Executive Dashboard because she or he is assigned to a security Profile with Executive Dashboard checked. With this release you can have more granular security. When you assign a person to the profile, if Executive Dashboard is checked in the profile, you see this display. 

**User Security**

**Editing User ID: display Profile: Display**

**Do you wish to limit access to Executive Dashboard?**

Picking “Yes” gives these choices to select what the user can see.

**User Security**

**Executive Dashboard Elements**

Header	Page	Activated
Applicants By Program	dash_applicants1.cfm	<input type="checkbox"/>
Applicants By Program Who Became Students	dash_applicants2.cfm	<input type="checkbox"/>
Applicants By Program Who Have Enrolled	dash_applicants3.cfm	<input type="checkbox"/>
Awards	dash_revenue_awards1.cfm	<input checked="" type="checkbox"/>
Charges^Credits	dash_revenue1.cfm	<input type="checkbox"/>
Enrollment	dash_enrollment1.cfm	<input checked="" type="checkbox"/>

Based on the choices above, the user can make some small changes in the formatting and order of the dashboard display as shown below.

## Executive Dashboard Display Types

<b>Page</b>	dash_revenue_awards1.cfm	<b>Header</b>	Awards	<b>Sort Order</b>	<input type="text" value="1"/>	One Element
<b>Page</b>	dash_revenue1.cfm	<b>Header</b>	Charges^Credits	<b>Sort Order</b>	<input type="text" value="2"/>	Two Elements
<b>Page</b>	dash_enrollment1.cfm	<b>Header</b>	Enrollment	<b>Sort Order</b>	<input type="text" value="3"/>	One Element

### Dashboard Header For Table Type 1

Awards  
Enrollment

### Display Type Status

bar  
bar

### Dashboard Header For Table Type 2

Charges^Credits  
**Page:** dash\_revenue\_credits1.cfm  
**Page:** dash\_revenue\_debits1.cfm

### Display Type Status

pie  
horizontalbar

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## Faculty

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### **Faculty Grade Input**

The instructor sees each student's enrollment status while giving grades so the grade is appropriate to that status.

Student Name	Enroll Code	Mid-Term Grade	Grade	Official	Date Completed
1) Ball,Alexander D (BA733838D)	EN			UNOFFCL	
2) Bendix,William T (BE4557075)	EN			UNOFFCL	
3) Jackie,McIntyre (JA4062258) (CE)	CE			UNOFFCL	
4) Sidway,James (sidwayjam) (AU)	AU			UNOFFCL	

In the display “EN” means enrolled for credit, CE is continuing education, and AU is Audit.

### **GradeBook Enhancement – Scores Displayed**

The primary change is how scores that the instructor has marked for exclusion or scores to be dropped (such as the lowest) are to be shown and used in calculations.

If there are no scores or none that have not been marked for exclusion or dropped, the display looks like this.

**FACULTY ACCESS**

**SonisWeb University**  
**Gradebook**

[Logout](#)   [Biographic](#)   **Gradebook**   [Section Setup](#)   [Courses](#)   [Browse Grades](#)

School Year: 200607 Semester: Spring

Course:Section MATH101 :1

**MATH101 College Algebra Section: 1**  
**Weighting Scale: Jims Demo Scale**

	Adjustment	Final Exam	Mid Term Exam	Quiz
1.) Ball , Alexander D (BA7338380)				<a href="#">Check Scores</a>
2.) Bendix , William T (BE4557075)				<a href="#">Check Scores</a>
3.) Jackie , McIntyre (JA4062258)				<a href="#">Check Scores</a>
4.) Sidway , James (sidwayjam)				<a href="#">Check Scores</a>

Viewing - Year:200607 Semester: 3

Click [Check Scores](#) and you see all scores including those excluded and dropped as you see below.

**FACULTY ACCESS**

**SonisWeb University**  
**Gradebook - Edit Scores**  
for James Sidway

[Logout](#)   [Biographic](#)   [Gradebook](#)   [Section Setup](#)   [Courses](#)   [Browse Grades](#)

**Ball, Alexander D (BA7338380)**  
**MATH101 Section: 1 College Algebra**

Element	Score Desc.	Date Taken	Score	Possible Score	Percentage	Status
Quiz	Quiz 1	01/06/2006	88.00	100	88.00%	Dropped
Quiz	Quiz 2	01/23/2006	91.00	100	91.00%	Excluded

(To delete an individual score select it, delete it with your keyboard Delete key then click Submit)

Weighting Scale: Jims Demo Scale   **Element's Weight: (30%)**

[Return to Gradebook start page.](#)

Viewing - Year:200607 Semester: 3

Where scores are present as in the example below, click them and you see the details for that student.

**FACULTY ACCESS**

## SonisWeb University

### Gradebook

[Logout](#)
[Biographic](#)
**Gradebook**
[Section Setup](#)
[Courses](#)
[Browse Grades](#)

School Year:  Semester:

Course:Section

**MATH101 College Algebra Section: 1**  
**Weighting Scale: Jims Demo Scale**

	Adjustment	Final Exam	Mid Term Exam	Quiz
1.) Ball , Alexander D (BA7338380)				176.00/200
2.) Bendix , William T (BE4557075)				194.00/200
3.) Jackie , McIntyre (JA4062258)				191.00/200
4.) Sidway , James (sidwayjam)				149.00/200

Viewing - Year:200607 Semester: 3

[Add Scores](#)
[Modify/Exclude](#)

In the detail you see all the scores even though the dropped and excluded scores were not used in the computation.

FACULTY ACCESS

SonisWeb University

Gradebook - Edit Scores

for James Sidway

[Logout](#)

[Biographic](#)

[Gradebook](#)

[Section Setup](#)

[Courses](#)

[Browse Grades](#)

Bendix, William T (BE4557075)

MATH101 Section: 1 College Algebra

Element	Score Desc.	Date Taken	Score	Possible Score	Percentage	Status
Quiz	Quiz 1	01/06/2006	97.00	100	97.00%	Included
Quiz	Quiz 2	01/23/2006	95.00	100	95.00%	Excluded
Quiz	Quiz 3	02/04/2006	97.00	100	97.00%	Included
Quiz	Quiz 4	02/10/2006	91.00	100	91.00%	Dropped

(To delete an individual score select it, delete it with your keyboard Delete key then click Submit)

Weighting Scale: Jims Demo Scale    Element's Weight: (30%)

## GradeBook Score Deletion

An instructor can delete a single score or all of them. To make that more evident, the display has been changed to give more guidance illustrated and highlighted in the display below.

[Logout](#) [Biographic](#) [Gradebook](#) [Section Setup](#) [Courses](#) [Browse Grades](#)

**Bowles, Paul (BO5099584)**  
**Attend Section: 1 Attendance Test Course**

Element	Score Desc.	Date Taken	Score	Possible Score	Percentage	Excluded
Quiz	Kwiz 2	03/13/2006	88.00	100	88.00%	N
Quiz	Kwiz 3	03/27/2006	96.00	100	96.00%	N
Quiz	Kwiz 4	01/01/1900	100.00	100	100.00%	N

(To delete an individual score select it, delete it with your keyboard Delete key then click Submit)

**Weighting Scale:** Jims Demo Scale    **Element's Weight:** (30%)

[Return to Gradebook start page.](#)

Viewing - Year:200506 Semester: 3

## Gradebook Calculations

Excluded scores are no longer used in the calculation of the score summary that the instructor sees.

# Financial and Financial Aid

## Award Detail Report

It is new and looks like this.

07/02/2007 04:38:17 PM Page 1 of 4

SonisWeb University  
**Student Award Detail Report**

Name	ID	SSN	Semester	Year	Award	Amount Offered	Amount Accepted	Award Received
Bowles, Paul J	BO5099584	006808533	Fall	200607	3rd Party Bill - Charles	\$3,000.00	\$3,000.00	\$3,000.00
					St. Teresa's	\$500.00	\$500.00	\$0.00
			Spring	Unsubsidized Federal	\$2,000.00	\$2,000.00	\$0.00	
				St. Teresa's	\$500.00	\$500.00	\$0.00	
				Unsubsidized Federal	\$2,000.00	\$2,000.00	\$0.00	
<b>TOTALS:</b>						\$8,000.00	\$8,000.00	\$3,000.00
Browning, Richard	BR5077580	899789999	Spring	200607	Clear Stipend	\$750.00	\$750.00	\$0.00
					<b>TOTALS:</b>			
Carter, June	CA6027532		Spring	200607	Clear Stipend	\$750.00	\$750.00	\$0.00
					<b>TOTALS:</b>			
Cather, Willa	CA2390634	170707447	Spring	200607	Clear Stipend	\$750.00	\$750.00	\$0.00
					<b>TOTALS:</b>			
Donahue, Katherine	DO7559594		Spring	200607	Clear Stipend	\$750.00	\$750.00	\$0.00
					<b>TOTALS:</b>			
Emmerson, Ralph	EM7154199	083882755	Fall	200607	St. Teresa's	\$500.00	\$500.00	\$500.00
					Clear Stipend	\$750.00	\$750.00	\$0.00
			Spring	St. Teresa's	\$500.00	\$500.00	\$0.00	
				<b>TOTALS:</b>				
Faulkner, William	FA6037179	089671843	Fall	200607	Board of Trustees	\$1,000.00	\$1,000.00	\$1,000.00
					Pell Award	\$1,450.00	\$1,450.00	\$1,450.00
			Spring	Board of Trustees	\$1,000.00	\$1,000.00	\$0.00	
				Pell Award	\$1,450.00	\$1,450.00	\$0.00	
				<b>TOTALS:</b>				
Fitzgerald, Scott	FI5273639	020724906	Fall	200607	3rd Party Bill - Charles	\$1,000.00	\$1,000.00	\$1,000.00
					Smith Memorial	\$1,000.00	\$1,000.00	\$1,000.00
			Spring	3rd Party Bill - Charles	\$1,000.00	\$1,000.00	\$0.00	
				Clear Stipend	\$750.00	\$750.00	\$0.00	

## Award Summary report with option for multiple years and semesters

Sometimes you want a history over the years and/or semesters of awards given.

### Main Report Generator

#### Building: Award Summary for Multi Yr/Sem

**Select Campus (s)**

- Asian Campus
- Business
- Centerville East Campus

**Select Division (s)**

- Business
- College
- Daytime

**Select department(s)**

- COM
- Day
- Eng

**Select Year/Semester(s)**

- 2007081
- 2006072
- 2006071
- 2005063
- 2005062

**Select award(s)**

- Ann Richards Award
- Liz 10% Award
- My Pell

**Select level(s)**

- High School
- Freshman
- Sophomore

ID:

Pick one or more years-semester from the list. Note that “2006071” is the school year 2006-2007 first (1) semester. First you get a summary by Award.

#### Award Summary Report for:

**Campus:** ASN001, BUSINESS, CAMP1, CAMP2, CAMP3, CAMP4, CMED, COLLEGE, Dan, EUR001, LAW, NURSING, PIC, reeces, reeces2, SEMINARY, TBD  
**Division:** B, C, D, E, F, L, N, S, TB, W  
**Department:** COM, DAY, ENG, EVE, HIS, LA, LAW, MGT, NA, NUR, SCI, SS, ST, TB, THE  
**Level:** 0, 1, 2, 3, 4, 5, 6  
**SchoolYear/Semester:** 200506/2 , 200506/3 , 200607/1

Award	Students	Amt Offered	Amt Accepted	Amt Received
<a href="#">Ann Richards Award</a>	3	6,755.00	6,755.00	0.00
<a href="#">Liz 10% Award</a>	1	250.00	250.00	0.00
<a href="#">My Pell</a>	0	0.00	0.00	0.00
<a href="#">NCAA</a>	1	50.00	50.00	0.00
<a href="#">Pell Award</a>	0	0.00	0.00	0.00
<a href="#">Presidential Scholarship</a>	2	622.00	622.00	400.00
<a href="#">Smith Memorial Scholarship</a>	3	1,600.00	1,600.00	0.00
<a href="#">Test 2</a>	1	100.00	100.00	0.00
<a href="#">Test Excl bill</a>	4	2,155.00	2,155.00	1,000.00
<a href="#">Testing one</a>	1	100.00	100.00	0.00
<b>Totals</b>	<b>16</b>	<b>11,632.00</b>	<b>11,632.00</b>	<b>1,400.00</b>

Click the underlined name of an award and you see this detail.

Ann Richards Award					<a href="#">Return</a>
Memo :					
Student	Yr/Sem	Level	Amt Offered	Amt Accepted	Amt Received
Brown Elizabeth A (047557878)	200607/1	3	5,000.00	5,000.00	0.00
Brown Elizabeth A (047557878)	200607/1	3	1,000.00	1,000.00	0.00
Brown Elizabeth A (047557878)	200506/2	3	555.00	555.00	0.00
Kirby Katie (KI7288668)	200607/1	1	100.00	100.00	0.00
Vonnegut Kurt (VO9917510)	200607/1	1	100.00	100.00	0.00
<b>Total</b>			6,755.00	6,755.00	0.00

### **Billing Options for Positive, Negative, and Zero balances**

There's a bill and there's a pre-bill. The bill is what a student owes. The pre-bill looks much like a bill but it's the anticipated charges based on the courses the student has registered for in the next semester.

We've modified the billing reports so they reflect both the current bill and any "pre-bill" balances. So if you choose to leave "Zero Balances" unchecked below...

<b>Zero Balances</b> <input type="checkbox"/>	Negative Balances <input type="checkbox"/>	Positive Balances <input checked="" type="checkbox"/>	Excludes from Billing <input type="checkbox"/>
Enrolled Students Only <input type="checkbox"/>			

- Those students with no balance owed and no pre-bill will not be included in the report.
- Those students with no balance owed and but with pre-bill will be included in the report.

Negative and Positive balance choices work the same way.

### **Billing Summary Report to include pre-bill**

The inclusion of "pre-bill" and its effect on the zero, negative, and positive balance choices are now part of this summary report as well. In the report the "pre-bill" amount is shown so there is no confusion between what is currently owed (the bill) and what is anticipated based on registration for a future semester (pre-bill).

### **Enrolled Students Only in Selected Financial Reports**

Three reports – Aged Trial Balance, Billing, and Receivables – provide a checkbox to include only enrolled students. Others who might have balances will not be shown in the reports.

### **Financial Search: Partial Name and ID accepted**

As with the Names task described earlier in these notes, the financial search functions also accept partial name and partial ID.

***Student Ledger (RB); Start and End Dates and School Year and Semester options***

The student ledger contains all the financial transactions for the student from the beginning. These are the transactions that led to the bills and other reports. Now you can choose start and end dates or school year and semester to limit how much of the ledger you see in the report.

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## Recruiting & Prospective Students

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### ***Prospect Call List Includes Only Those With No Other Status***

This new call list report is designed to isolate those prospective students who have not applied nor become students. SONISWEB looks for those with a status of “Prospect” but no other statuses such as Applicant or Student.

### ***Prospect Inquiry Detail Options for Agency***

Originally you entered the Prospect Inquiry Detail record for a prospective student and picked an agency. Later you decided you don't want that agency chosen for any future prospective students, so you disabled it in the Agency Table (under Systems). As a result you could not see and change that agency for those assigned to it. Now you can.

If the agency is no longer enabled but was assigned, you see this display.

Prospect Inquiry Details			
Date of Inquiry	10/14/2000	Inquiry Type Code	Other
Enroll Status	FULL TIME	Level of Interest	
Agency	<u>Community Development</u>	Referred by	Internet Web Page Newspaper
Application Received	<input checked="" type="checkbox"/>	Date Received	12/05/2000
		Term of Interest	Fall 2001
		Category Code	Athletes Inquiry Page New Category

The disabled agency is shown underlined. To change it, click the underlined agency name to get these choices for changing it.

AGENCY	
Community Development is disabled. To re-assign select from list below	
Agency	High School Job Training Program Junior College
<input type="button" value="Reset"/>	<input type="button" value="Submit"/>

You can change the agency but only to one of those that are currently enabled.

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## Registration & Courses

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### Course Evaluation Detail Option

The issue here is the “Show Details” checkbox below. With a large number of courses and students, “Show Detail” can result in a long run time to accumulate a very large report.

**Main Report Generator**  
**Building: Course Evaluations**

<b>Select Campus (s)</b> <div style="border: 1px solid gray; padding: 2px;">Asian Campus Business Centerville East Campus</div>	<b>Select Division (s)</b> <div style="border: 1px solid gray; padding: 2px;">Business College Daytime</div>	<b>Select department(s)</b> <div style="border: 1px solid gray; padding: 2px;">COM Day Eng</div>
<b>Select school year</b> 200506	<b>Select semester</b> Fall	<b>Select Course Section(s)</b> <input type="checkbox"/>
<b>Show Detail</b> <input type="checkbox"/>		
Clear Name	Reset to Defaults	Build Report

Where SONISWEB detects the potential for a long run time, you get the warning below. You can ignore it and click [Preview Report](#) anyway if you're willing to accept the slow execution.

### Evaluations Report

10 Course Sections have Assigned Evaluations. The report will take a long time to run.  
To run the report more efficiently please do not select Show Detail or select a smaller group of Course Sections

[Preview Report](#)

### Course Evaluation Un-Assignment

To make removing (“un-assigning”) evaluations from courses, the selection window below has been updated. You can choose to assign or “un-assign”.

**Course Evaluation Assignment**

<b>Campus</b> <div style="border: 1px solid gray; padding: 2px;">Asian Campus Business Centerville East Campus</div>	<b>Division</b> <div style="border: 1px solid gray; padding: 2px;">Business College Daytime</div>	<b>Dept.</b> <div style="border: 1px solid gray; padding: 2px;">COM Day Eng</div>
<b>School Year</b> 200506	<b>Semester</b> Fall	
<b>Unassigned Course Sections</b> <input checked="" type="radio"/> <b>Assigned Course Sections</b> <input type="radio"/>		
Reset	Preview	

Using “Unassigned Course Sections” you see this display.

**Course Evaluation Assignment**  
 School Year: 200506 Semester: 1  
 Check All     Uncheck All  
 Select Evaluation: Alumni Questionnaire  
Course Evaluation  
Nursing Education Seminar Evaluation  
Test  
 Input Evaluation: \_\_\_\_\_  
 Begin Date: 07/10/2007

Assign	Course	Description	Section
<input checked="" type="checkbox"/>	ACCT100	Accounting Basics	1
<input checked="" type="checkbox"/>	ACCT100	Accounting Basics	2
<input checked="" type="checkbox"/>	ACCT100	Accounting Basics	3
<input checked="" type="checkbox"/>	ACCT100	Accounting Basics	4
<input checked="" type="checkbox"/>	ACCT100	Accounting Basics	5
<input checked="" type="checkbox"/>	ANAT101	Anatomy & Physiology	1
<input checked="" type="checkbox"/>	ANAT101	Anatomy & Physiology	2
<input checked="" type="checkbox"/>	ANAT101	Anatomy & Physiology	2
<input checked="" type="checkbox"/>	ANAT101	Anatomy & Physiology	3
<input checked="" type="checkbox"/>	ANAT101	Anatomy & Physiology	4
<input checked="" type="checkbox"/>	ART200	20th Century Art	2
<input checked="" type="checkbox"/>	ART560	Primitive Art	1
<input checked="" type="checkbox"/>	ART560	Primitive Art	2

You can add or remove check marks individually or use the “Check All” and “Uncheck All” to set the marks. Remember that if you leave them all checked in this “un-assign” function, none of them will have evaluations assigned.

With courses for which evaluations have already been submitted, you don't have the option to remove the assignment, as this display illustrates.

**Course Evaluation Assignment**  
 Assigned Course Sections  
 School Year: 200607 Semester: 1

Un-assign	Course	Description	Section	Assigned Evaluation	From	To
<input checked="" type="checkbox"/> Evaluations Submitted	ANAT101L	Anatomy & Physiology I Lab	1	LAb Evaluation	05/23/2007	05/31/2007
<input checked="" type="checkbox"/> Evaluations Submitted	ART200	20th Century Art	1	Course Evaluation:Lectures	05/29/2007	05/31/2007
<input type="checkbox"/>	ART200	20th Century Art	2	Liz New Evaluation	05/29/2007	05/31/2007
<input type="checkbox"/>	ART200	20th Century Art	3	Liz New Evaluation	05/29/2007	05/31/2007
<input type="checkbox"/>	ART200	20th Century Art	4	Liz New Evaluation	05/29/2007	05/31/2007
<input checked="" type="checkbox"/> Evaluations Submitted	CSC110	Keyboarding	1	Liz New Evaluation	05/25/2007	06/30/2007
<input type="checkbox"/>	CSC200	Visual Basic Programming	1	GTE Evaluation	02/02/2007	07/07/2007

### ***Degree Audit Speed Improvement***

For a computer, degree audit is pretty intense processing. We always strive for ways to make it faster and we did it again in this release.

### ***Degree Audit: Copy Curriculum Plan***

You want to build a new curriculum plan to use in Degree Audit. What easier way than to used “DA: Copy a Curriculum Plan” under Systems, give it a new name, and then change it to fit the criteria of the new curriculum.

Curriculum	New Code	New Curriculum
<input type="text" value="Ocean Engineering Doctorate (OcEngDoc) (Indiv.)"/>	<input type="text"/>	<input type="text"/>
<input type="text" value="Foreign Service Middle East 2002 (FSME2002)"/> <input type="text" value="Journalism (JOUR)"/> <input type="text" value="Maritime Engineering 1998 (MarEng1998)"/> <input type="text" value="Marketing (Marketing)"/> <input type="text" value="No Courses At Cur_Detail (NC)"/> <input type="text" value="Ocean Engineering Doctorate (OcEngDoc) (Indiv.)"/>	<input type="text" value="Clear"/>	<input type="text" value="Submit"/>

### ***Diploma added to Education Record***

You can now enter it in a person's Education record.

Diploma	<input type="text" value="Commercial Shipping Technician"/>
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### ***Education History Report***

Like most reports you can do it for an individual or for a group.

SonisWeb200	
<b>Education History</b>	
07/10/2007	
<b>Jones, Thomas</b>	
<b>ID: JO3745642</b>	
<b>Institution:</b>	Chatham County Community College
<b>Institution Type:</b>	Community College
<b>Degree/Diploma:</b>	A.S.
<b>Entry Date:</b>	
<b>Leaving Date:</b>	
<b>Graduation Date:</b>	
<b>Transcripts:</b>	YES
<b>Transcripts Received:</b>	06/18/2007
<b>Credits Received:</b>	90
<b>GPA:</b>	2.9

## Registration Time as well as Date Limits for Student Registration

<b>Student/Faculty Registration Only</b>			
Registration Start Date	<input type="text" value="04/01/2007"/>	Registration Stop Date	<input type="text" value="10/01/2007"/>
Reg. Start Time	<input type="text" value="08:00 AM"/>	Reg. End Time	<input type="text" value="10:00 PM"/>

Added to the current ability to set registrations dates, you can also control the times of day when registration can occur. Like the dates, it's set in Web Options under Systems.

### Student Schedule Disabling

Some schools need to deal with full sections and reassign students. They want the students to see their schedule on-line only after these moves have been made. The solution is a new entry for the "Student Bio/Fin Options" in systems. You see it on the right.

### Transfer Courses now include Memo

When you enter a new transfer course ("Add New Transfer Course" under the Courses Search display) you now have a memo field for adding additional information.

<b>Student Bio/Fin Options</b>		
<b>(Alumni)</b>		
Address	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
Attendance	Display: <input type="checkbox"/>	Edit: <input type="checkbox"/>
Email	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
Giving	Display: <input type="checkbox"/>	Edit: <input type="checkbox"/>
Name	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
Phone	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
PIN	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
<b>(Students)</b>		
Address	Display: <input type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
Awards	Display: <input type="checkbox"/>	Edit: <input type="checkbox"/>
Email	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
Name	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
NSLCH	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
Phone	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
PIN	Display: <input checked="" type="checkbox"/>	Edit: <input checked="" type="checkbox"/>
Billing	Disable: <input type="checkbox"/>	
Ledger	Disable: <input type="checkbox"/>	
Schedule	Disable: <input type="checkbox"/>	
<input type="button" value="Submit Options"/>		

## Unduplicated Headcount Report

Students fall into many overlapping categories. Getting a good count can be difficult because of that. This new report, shown below, gives you a way to look at students and their categorization.

The first display is the summary table.

<i>Unduplicated Headcount</i>								
<b>Campus:</b> ASN001, BUSINESS, CAMP1, CAMP2, CAMP3, CAMP4, CMED, COLLEGE, Dan, EUR001, LAW, NURSING, PIC, reeces, reeces2, SEMINARY, TBD								
<b>Division:</b> B, C, D, E, F, L, N, S, TB, W								
<b>Department:</b> COM, DAY, ENG, EVE, HIS, LA, LAW, MGT, NA, NUR, SCI, SS, ST, TB, THE								
<b>SchoolYear/Semester:</b> 200405/1 , 200405/2 , 200405/3 , 200607/1								
<b>Date Range:</b> No Date Range Selected								
Ethnicity	Male Headcount	Male Credits	Female Headcount	Female Credits	No Gender Headcount	No Gender Credits	Total Headcount	Total Credits
No Ethnicity Assigned	<u>2</u>	7.00	0	0.00	<u>6</u>	60.00	8	67.00
Black	<u>2</u>	19.00	0	0.00	<u>4</u>	26.00	6	45.00
Hispanic	<u>3</u>	56.50	0	0.00	<u>1</u>	7.00	4	63.50
Non-Resident Alien	0	0.00	0	0.00	<u>1</u>	11.00	1	11.00
Pacific	0	0.00	<u>1</u>	6.00	<u>1</u>	8.00	2	14.00
Unknown	<u>1</u>	21.00	0	0.00	0	0.00	1	21.00
White	0	0.00	<u>5</u>	51.00	<u>5</u>	33.00	10	84.00
TOTALS	8	103.50	6	57.00	18	145.00	32	305.50

Clicking any underlined item in the table gives you the detail.

<i>Ethnic/Gender Headcount Detail</i> <a href="#">Return</a>					
<b>Campus:</b> ASN001, BUSINESS, CAMP1, CAMP2, CAMP3, CAMP4, CMED, COLLEGE, Dan, EUR001, LAW, NURSING, PIC, reeces, reeces2, SEMINARY, TBD					
<b>Division:</b> B, C, D, E, F, L, N, S, TB, W					
<b>Department:</b> COM, DAY, ENG, EVE, HIS, LA, LAW, MGT, NA, NUR, SCI, SS, ST, TB, THE					
<b>SchoolYear/Semester:</b> 200405/1 , 200405/2 , 200405/3 , 200607/1					
<b>Date Range:</b> No Date Range Selected					
	ID	Student	Credits	Gender	Ethnicity
1	AM7129759	Ammons , John	4.00	Male	Hispanic
2	047557878	Brown , Elizabeth	44.50	Male	Hispanic
3	444444442	Sanders , Fred	8.00	Male	Hispanic
TOTAL CREDITS			56.50		

Clicking the [Return](#) link in the detail report takes you back to the summary report where you can pick another category pick for the details.

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## **SONISWEB™ Administrator**

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### ***Scripts: Control for Re-running***

Running scripts has been date-sensitive. That has led to unnecessary re-running of scripts. The new control tracks a successful running of a script and will not permit it to be run again.