



## Trip Report: ST Consulting

**Trip Report #:** 786325

**Client #:** G78

**Client name:** Grossmont-Cuyamaca Community College District

**Consultant:** Louise Monast

**Dates of service:** 11/16/06 - 11/16/06

**Delivery method:** Remote

### Client Participants:

Name	Email Address	Phone Number
Brian Nath	brian.nath@gcccd.edu	619 644 7536
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**Service Objectives:** Provide onsite support for preparation of "go live".

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### Summary:

Agenda Topic	Outcome
Questions on technical issues: Rules, Virtual Fields, Tab Sequencing, Chaining Screens and Workflow.	Recommend technical consulting call rather than application consulting.
Does Colleague have an option to send electronic transcripts daily and with a schedule date?	<p>Through the Transcripts Menu, (AC-ATR) are several forms that can be used to generate transcripts. RQSS/TRRQ record requests and a "produce date" can be specified. Also, the delivery option (Print, Electronic) can be specified.</p> <p>STRQ produces the transcript. Based on criteria entered in TRRQ, this is how you can complete the request.</p> <p>I suggest the Using SPEEDE Transcript Interface for more information.</p>
Registration Priorities	<p>Based on state requirements, continuing EOPS and DSPS students are given priority registration at CA Community Colleges, then other continuing students and the new students are allowed to enroll.</p> <p>Through the registration menu: RG-RPR, registration priorities can be set up.</p> <p>This will be planned out at the next onsite visit.</p>
Mnemonic menu	An EXCEL spreadsheet will be sent with all mnemonics (tasks) in Colleague and the menu structure.

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<p>Rules and virtual fields</p>	<p>The appendices in the Rule Writing document provide very useful information for rules, where they are used and how they are evaluated.</p> <p>Where rules are used in Colleague:</p> <p>Registration: CRSE/CRES SECT/SRES RGCT</p> <p>Advisor Assignment: ADAS; setup in ADVR</p> <p>Class Level: CLUP; setup is CLVR/ACLV.</p> <p>Class Rank: CRUP</p> <p>Academic Standing: CACs; setup in ALST, ACPR or APST</p> <p>Student Load: RGN or RTSL; setup in STLD</p> <p>Graduation Honors: GRHU; setup in ALGH</p> <p>Enrollment Status (from Admissions) ALES</p> <p>Grade Print Restrictions: GRPR Transcript Print Restrictions TRPR</p> <p>All rules are stored in the RULES file. Through a query, virtual fields can be identified in the rule they are used.</p> <p>All rules are written via RLDE which may be accessed directly or via the setup form.</p>
<p>How to control when a student needs to reapply?</p>	<p>Another consultant created a virtual field to determine if a student has not been in attendance for 300 days (equivalent of two semesters). This is referenced in a registration rule and should display a message that the student must reapply in order to register. It checks the Academic Credit History file.</p>

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Probation/Academic Standing	GCCCD would like to generate some communication to students based on their academic standing. Through Communication Management, this will be possible. They have scheduled another Datatel consultant to work with them on this.
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### Next Steps:

Next Step	Criticality	Assigned To	Projected Finish	Followup Action	Completed
On the agenda for the next visit: Set up terms in RYAT Set up WebAdvisor for registration Set up registration priorities Discuss and setup waitlisting.	Medium	All	11/30/06		