



Document Information				
Title	Running Mass Matriculation			
Module	Admission			
Subcategory				
Author				
File Reference				
IDP Session				

REVISION CONTROL

Date	Ву	Action	Pages
6/25/03	TTravis		

Business Process Overview

Running the three processes for Mass Matriculation, will select the populations, insert the 'MATR' program action and then create the Program/Plan stack in Student Records

Process Prerequisites/Assumptions

Prerequisite/Assumption	Detail
Security Access to run Mass Change	Need access to the SA Mass Change Definition - Applicant Prog Update Select
	Need access to the SA Mass Change Group ID – Application Prog Update Base

1.0 Updating the Mass Change Definition Criteria

The following pages are used to accomplish the process outlined in Business Process Overview section.

- Mass Change
- Run Mass Change
- Application Prog Update
- Activate Applicants

1.1 Mass Change

Navigation

Home > PeopleTools > Mass Change > Use > SA Mass Change Definition > Find an Existing Value

Page Description

Find an Existing Value – Mass Change Definition	
Mass Change Definition for SA -Microsoft Internet Explorer The SA: Vew Feorets Tools Help Data + O X + D X Data X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X X	Required Fields:
	Alt the Search Button
Home + PeopleTools + Mass Change + Use + SA Mass Change Definition New Window	
Find an Existing Value	
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- 1. Select the Search button.
- 2. Select the Application Prog Update Select Mass Change definition
- 3. Click on the Criteria and Defaults tab
- 4. In the Criteria section select View All link to view all of the currently defined criteria

1.1.2 Page Description

Find an Existing Value – Mass Change Definition Criteria & Defaults			
Mass Change Defendion for 54 - Macrosoft Internet Implaner The IGN Wass Functions Tools Hulp	Current Criteria Values:		
Addess Contraction	Academic Career = UGRD or PBAC		
Control of Contro	Admit Term = 2038		
Mass Change Definition: Application Prog Update Select First (1) Last	Institution = CICMP		
Execution Seg: 1 Description: (Select Applicant Criteria Criteria Feld Academic Level (Level	Program Action = DEIN or ADMT		
	Current Default Values:		
Academic Cutter In Subset U006D Q	Program Action = MATR		
Admit Term Feldi Value Equal To 2038 (1) (2) (2) (2) (2) (2) (2) (2)	Action Reason = AUTO		
Admit Type			
Apple ston Complete			
Application Center			
It M View			

- 1. These values will need to be changed periodically as the business process dictates, definitely for the Admit term
- 2. Select the **Generate SQL** tab (see screen shot below)
- 3. Click Mass Change Clear Switch
- 4. Click Change Generate SQL Swch
- 5. Click Count to get a total of rows to be selected based upon the new criteria
- 6. Save (you will receive a warning about the Level not being set this is ok)

1.1.3 Page Description



1.2 Running Mass Change

Navigation

Home > Develop Enrollment > Evaluate Applicants > Process > Run Mass Change

- 1. Add a Run Control ID or use an Existing one
- 2. Select the Execute Mass Change Group radio button
- 3. Select the Application Prog Update Base Mass Change Group ID
- 4. Click Run
- 5. Server Name = PSUNX (the other settings for file output don't matter for this process)
- 6. Click Ok

Page Description

Run Mass Change			
Itan Man Uhangen Mannahl Infernet Inglover File 124 Vew Faculty: Tolk Heb	Required Fields:		
Address 💽 These (Consection Address and Address Addres	Execute Mass Change Group Radio Button		
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Run Mass Change Pan Centrel E: TCTRAMS Becott Monager Process Montor Run	Do not Select any other radio buttons		
Mass Change Run Tipe C Download File Preparation C Download File Preparation C Download Table to a File C Uption of File Preparation C Uption of File To able C Difference C D			
	Mass Change Group ID: Application Prog Update Base		
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1.3 Running Application Prog Update

Navigation

Home > Develop Enrollment > Evaluate Applicants > Process > Application Prog Update

Page Description

Run Application Program Update	
Acquired atom Process Task Hele File Life Veran Process Task Hele Seatch Scheroland Laboratory Acquired Acq	Select RUN
🖉 Home 🔷 Kigo Out	
Home > Develop Enrollment > Evaluate Application > Process > Application Prog Update New Yindow	
Application Prog Update	
Par Centrel E: TOTRAMS Record Manager Frances Manager	
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- 7. Select Run
- 8. Server Name = PSUNX
- 9. Select the Application Program Update checkbox
- 10. Select Ok

1.4 Running Activate Applicants

Navigation

Home > Develop Enrollment > Evaluate Applicants > Process > Activate Applicants

Page Description

Run Activate Applicants Process			
Attrade Applearts - Narrost Internet Taplaner Attrade Applearts - Narrost Internet Taplaner	Required Fields:		
Altern () The Control of Control	Institution = CICMP		
🖉 Home 🔶 Help 🔶 Sign Out	Career = PBAC or UGRD		
Home * Device Encliment * Evaluate Application Activate Application Rear Centrel Ex. TOTRAVIS Resolt Manager Process Manhar Run	Acad Prog = PBAC or UGRD		
Notifiation Yearest Accepting Advant Trem Advant Trem <th< td=""><td>Admit Term = 2038 (for Fall 2003)</td></th<>	Admit Term = 2038 (for Fall 2003)		
CICLEP QL PEACU QL 2009 QL 4 QL Transfer 60052000 EX E CICLEP QL PEACU QL 2009 QL 6 QL Feature 60052000 EX E CICLEP QL PEACU QL 2009 QL 6 QL Feature 60052000 EX E CICLEP QL PEACU QL 2009 QL 6 QL Feature 60052000 EX E CICLEP QL JUORG QL 0008 QL 6 QL Transfer 60052000 EX E E	Admit Type = (4 or 5)		
Eten Queen Sand (Funture Car) (Sana)			
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Steps for Processing Data

- 11. Need to determine all of the populations that need to be Matriculated
- 12. Currently, the populations defined are:

CICMP	PBAC	PBAC	2038	4	06/25/2003
CICMP	PBAC	PBAC	2038	5	06/25/2003
CICMP	PBAC	PBACU	2038	4	06/25/2003
CICMP	PBAC	PBACU	2038	5	06/25/2003
CICMP	UGRD	UGRD	2038	4	06/25/2003
CICMP	UGRD	UGRD	2038	5	06/25/2003

- 13. Click Run
- 14. Server Name = PSUNX
- 15. Select the Checkbox next to the Activate Applicants process name

16. Select Ok