



Detail Screens

Detail screens allow users to quickly view information about a particular constituent, event, class, resource, and much more. Updating data or navigating to a related record is made simple and intuitive with the tools provided on the detail screen.

Record Identification

Within the Launchpad a bar that displays high-level information about the record. On a person record, this bar shows the person's name and role.

Action

Click on the lightning icon to perform an action or run a procedure for this record.

Organize

The plus icon allows you to save this record to either a personal or shared Workspace.

More Information

Can't find specific information on the General tab? Use the full list of other tabs to the left of the Detail Screen to find specific information about your constituent.

Last Modification

Check to see the most recent change to this record at a glance.

Update

Click the update button to save any changes that have been made to this record. If you try to navigate away from the page without updating first, a reminder message will pop up asking if you'd like to save the updated record.

Audit Log

To see audit log changes for this record, click the Audit Log link.

Veracross: DEMO

Main Admission Candidate: Boyd, Amelia - Prosp

UPDATE

@jgriffin [log out]

GENERAL

PERSONAL PROFILE

FIRST NAME: Amelia

MIDDLE NAME: [Empty]

LAST NAME: Boyd

NAME SUFFIX: <None>

PREFERRED NAME: [Empty]

GENDER: Female

ETHNICITY: <None Specified>

BIRTHDAY: 09/27/2005

AGE: 9

CURRENT SCHOOL: None

EMAIL 1: [Empty]

MOBILE PHONE: [Empty]

HOUSEHOLD: Boyd

MULTIPLE HOUSEHOLDS: [Empty]

PARENT 1: Allen

PARENT 2: Christine

CITY, STATE, POSTAL: Wakefield, MA 01880

COUNTRY: United States

PHONE: 929-858-6693

ADMISSIONS PROFILE

YEAR APPLYING FOR: 09-10

GRADE APPLYING FOR: Grade 9

RESIDENT STATUS APPLY...: N/A

STUD. GROUP APPLYING...: N/A

CAMPUS APPLYING FOR: None

CURRENT GRADE: Grade 8

APPLIED PREVIOUSLY: [Empty]

OF SIBLINGS ENROLLED: [Empty]

OF SIBLINGS APPLYING: [Empty]

LEGACY STATUS: [Empty]

STAFF FAMILY: [Empty]

INTERESTS: [Empty]

CANDIDATE POOL: N/A

Financial Aid

AID REQUESTED: NO

APPLICATION STATUS: <Not Specified>

APPLICATION DETAILS: Click for Details...

ADMISSIONS STATUS

INQUIRY DATE: 09/19/08

APPLICATION DATE: [Empty]

VISIT DATE: [Empty]

VISIT: None

ADMISSION COUNSELOR: <None Specified>

Review

LIKELY TO YIELD: <None Specified>

REVIEWERS: [Empty]

Admission

DECISION: N/A

DECISION DATE: [Empty]

Enrollment

DECISION: N/A

DECISION DATE: [Empty]

WITHDRAW REASON: <None>

ENROLLMENT STATUS: N/A

PHOTO

ADMISSIONS CANDIDATE ... View Candidate Profile

ADMISSION DETAIL Click for Details...

Links

APPLICATION Click for Details...

ENROLLMENT DETAIL Click for Details...

CITIZENSHIP (LONG)

LANGUAGES (SHORT)

PARENT 3

PARENT 4

ADMISSIONS POINTS

Last Modified: Wed 10:19 am - Jun 10 2015 by @jgriffin Audit Log

Related Records

If this record includes a link to a related record, the query icon will take you to the related record.

Send Email

The @ symbol indicates that clicking on the email address in the field will allow you to send an email to this person through your email provider.

Date Selection

Click on the calendar icon to select the appropriate date for fields such as birthday or event date.

Dropdown Menu

Similar to ES2, click the arrow on a field to select a value from a dropdown.