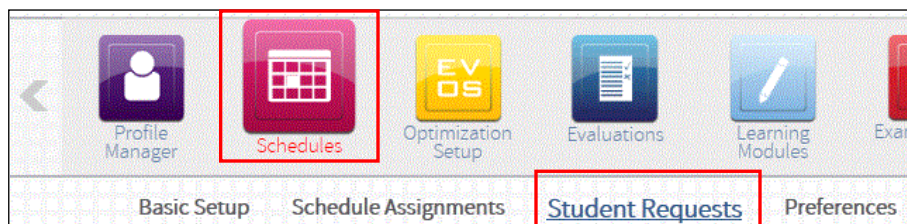


E*Value Quick Start

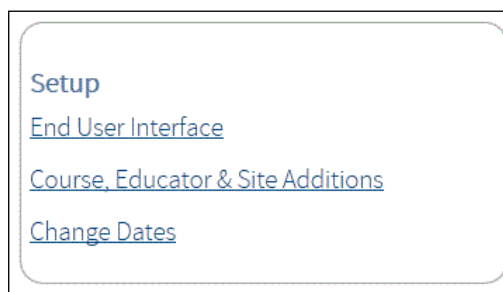
End User Schedule Request Interface Setup

End User Schedule Request Interface Setup allows you to define rules for schedule change requests. *NOTE this guide assumes that a complete interface setup for a rank is required.*

1. To access **Schedule Request Interface Setup**, click on the **Schedules** tile in the top navigation bar to see the **Schedules** bar, and then click on **Student Requests**.



- 2.
3. Click on **End User Interface** in the **Setup Menu**



4. Use the top portion of the End User Schedule Request Interface Set up screen to select rank and rules.

End User Schedule Request Interface Setup

Rank: {Please Select}

If end users are able to manage schedules, what level of independence should they have?

What options will be available to end users on the manage schedules menu item?

Use established Time Frames?

If using curriculum, do you want to enforce availability?

Can Students add their own Sites?

Can Students add their own Educators?

Can Students add their own Courses?

Management Options:

Manage With Approval: None

Curriculum: ☒ Yes ☐ No

Site: ☐ Yes ☒ No

Educator: ☐ Yes ☒ No

Courses: ☐ Yes ☒ No





Instructions:

- Select Rank that applies
- Set to "Manage with Approval"
- Set options to "None"
- Select "Yes" for timeframe and Curriculum
- Select "No" for Sites, Educators and Courses

5. Click **ADD**

6. Use **edit icon** to makes changes including active / inactive

Existing Setup

| Rank | Level of Independence | Options | Enforce Availability | Use Time Frames | Start Date(s) | Duration Days | Can Add Sites | Can Add Educator | Can Add Courses | Status | Action |
|-----------------------|-----------------------|-----------------|----------------------|-----------------|---------------|---------------|---------------|------------------|-----------------|----------|---|
| Advanced Studies (AS) | Manage With Approval | Curriculum Site | Yes | Yes | | | No | No | No | Active |  |
| Core Clinical (CCE) | Manage With Approval | Curriculum Site | Yes | Yes | | | No | No | No | Inactive |  |
| FOM1 | Manage With Approval | Curriculum Site | Yes | Yes | | | No | No | No | Inactive |  |
| FOM2 | Manage With Approval | Curriculum Site | Yes | Yes | | | No | No | No | Inactive |  |

Edit icon

7. Notice, after you click Edit icon, screen returns with a field for **Status**

End User Schedule Request Interface Setup

Rank: FOM2


Status


If end users are able to manage schedules, what level of independence should they have?

What options will be available to end users on the manage schedules menu item?

-
-
-

8. When finished making edits **Click Update**

Use established Time Frames? ☒ Yes ☐ No 

If using curriculum, do you want to enforce availability? ☒ Yes ☐ No 

Can Students add their own Sites? ☐ Yes ☒ No

Can Students add their own Educators? ☐ Yes ☒ No

Can Students add their own Courses? ☐ Yes ☒ No