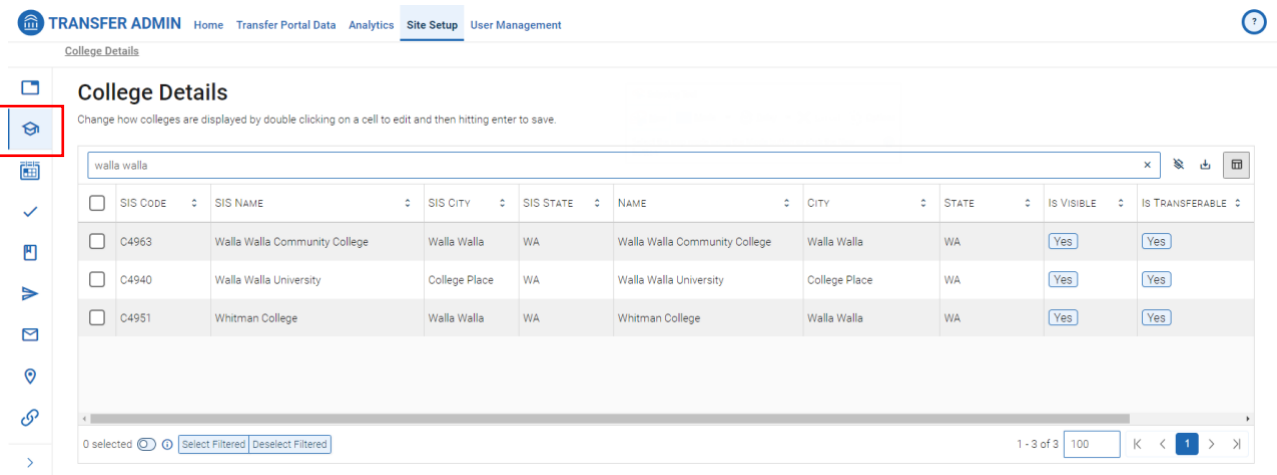


College Display Details

Overview

The College Details page allows Staff to edit College Details and export the data into an Excel spreadsheet. The College Details page can be accessed by clicking on **Site Setup > College Details**.



TRANSFER ADMIN Home Transfer Portal Data Analytics **Site Setup** User Management

College Details

College Details
Change how colleges are displayed by double clicking on a cell to edit and then hitting enter to save.

walla walla

<input type="checkbox"/>	SIS CODE	SIS NAME	SIS CITY	SIS STATE	NAME	CITY	STATE	IS VISIBLE	IS TRANSFERABLE
<input type="checkbox"/>	C4963	Walla Walla Community College	Walla Walla	WA	Walla Walla Community College	Walla Walla	WA	<input type="button" value="Yes"/>	<input type="button" value="Yes"/>
<input type="checkbox"/>	C4940	Walla Walla University	College Place	WA	Walla Walla University	College Place	WA	<input type="button" value="Yes"/>	<input type="button" value="Yes"/>
<input type="checkbox"/>	C4951	Whitman College	Walla Walla	WA	Whitman College	Walla Walla	WA	<input type="button" value="Yes"/>	<input type="button" value="Yes"/>

0 selected

1 - 3 of 3 100 K < 1 > X

You can interact with this page in various ways such as searching for and editing colleges, filtering the views, and downloading reports.

Features & Functionalities

To search for a college:

Type your search criteria in the **Search** field, then click enter to display the results. You can clear the search results by selecting the **Clear all sorts and filters** icon.



Search in Results

To edit a field:

Double click the cell you want to change, to put the field in **Edit Mode**. Once you have typed your new information for the cell, you can hit **Enter** to save your changes. Note that you do not have to hit **Enter** when editing the "Is Visible" or "Is Transferable" fields. Simply double click into the field and check or uncheck the box accordingly.

<input type="checkbox"/>	CITY	SIS STATE	NAME	CITY	STATE	IS VISIBLE	IS TRANSFERABLE
<input type="checkbox"/>	Walla	WA	Walla Community College	Walla Walla	WA	Yes	Yes
<input type="checkbox"/>	College Place	WA	Walla Walla University	College Place	WA	Yes	Yes
<input type="checkbox"/>	Walla	WA	Whitman College	Walla Walla	WA	Yes	Yes

Please Note: The following fields cannot be edited: SIS Code, SIS Name, SIS City, and SIS State.

To filter row visibility:

You can select rows to be the only visible results on the page by using the **Toggle row selection visibility**. For example, you can choose one or more rows and then use the toggle to show only those rows. To return to the original view with your choices selected, select the **Toggle row selection visibility** again. To clear the selections and return to the original view, click the **Deselect Filtered** button.

College Details

Change how colleges are displayed by double clicking on a cell to edit and then hitting enter to save.

<input checked="" type="checkbox"/>	SIS CODE	SIS NAME	SIS CITY	SIS STATE	NAME	CITY	STATE	IS VISIBLE	IS TRANSFERABLE
<input checked="" type="checkbox"/>	C4963	Walla Walla Community College	Walla Walla	WA	Walla Walla Community College	Walla Walla	WA	Yes	Yes
<input checked="" type="checkbox"/>	C4940	Walla Walla University	College Place	WA	Walla Walla University	College Place	WA	Yes	Yes
<input checked="" type="checkbox"/>	C4951	Whitman College	Walla Walla	WA	Whitman College	Walla Walla	WA	Yes	Yes

3 selected Select Filtered Deselect Filtered Deselect Filtered

To navigate through pages:

Use the pagination section to change the number of results displayed by selecting the drop down. Alternatively, use links such as "next", "previous", and page numbers to navigate through pages.

100 of 9043 rows

To export your results into Excel:

You can export your results into Excel for further reporting capabilities. For example, you can use the search field to narrow your results and then export those results into Excel.

College Details

Change how colleges are displayed by double clicking on a cell to edit and then hitting enter to save.

<input checked="" type="checkbox"/>	SIS CODE	SIS NAME	SIS CITY	SIS STATE	NAME	CITY	STATE	IS VISIBLE	IS TRANSFERABLE
<input checked="" type="checkbox"/>	C4963	Walla Walla Community College	Walla Walla	WA	Walla Walla Community College	Walla Walla	WA	Yes	Yes
<input checked="" type="checkbox"/>	C4940	Walla Walla University	College Place	WA	Walla Walla University	College Place	WA	Yes	Yes
<input checked="" type="checkbox"/>	C4951	Whitman College	Walla Walla	WA	Whitman College	Walla Walla	WA	Yes	Yes

3 selected Select Filtered Deselect Filtered Deselect Filtered

