

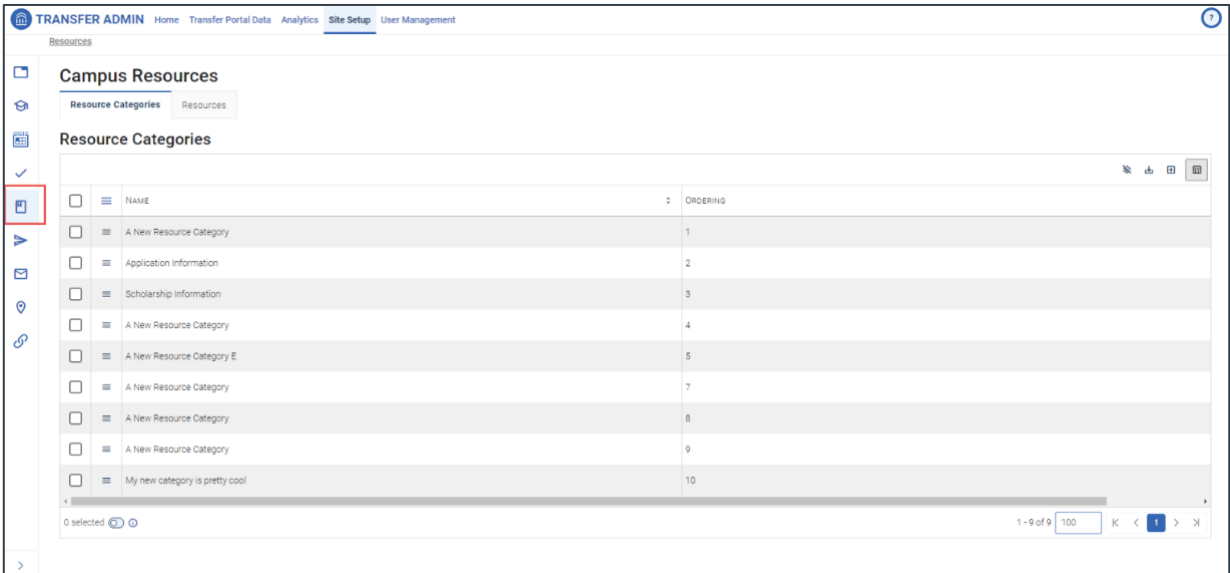
Campus Resources

Overview

Campus Resources are an institution's opportunity to provide extra information specifically related to transfer students. Resources often include transfer credit policies, details for specific student types (high school, military/veteran, international), or student life information.

To manage and edit Campus Resources:

You can click on **Site Setup > Campus Resources**. Campus Resources are organized into categories and resources. Multiple resources can be added to a category.



TRANSFER ADMIN Home Transfer Portal Data Analytics Site Setup User Management

Resources

Campus Resources

Resource Categories Resources

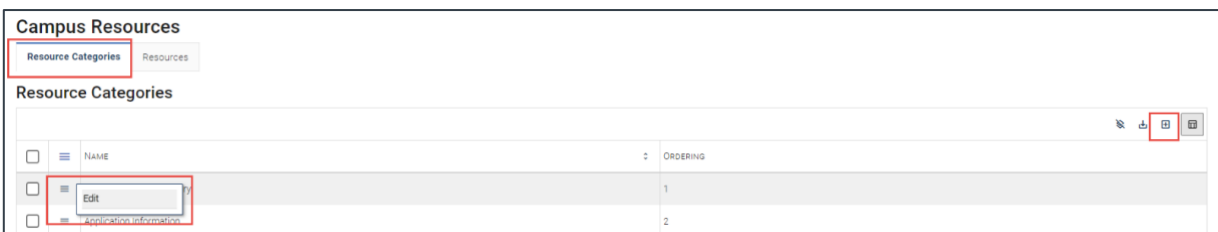
Resource Categories

<input type="checkbox"/>	NAME	ORDERING
<input type="checkbox"/>	A New Resource Category	1
<input type="checkbox"/>	Application information	2
<input type="checkbox"/>	Scholarship information	3
<input type="checkbox"/>	A New Resource Category	4
<input type="checkbox"/>	A New Resource Category E	5
<input type="checkbox"/>	A New Resource Category	7
<input type="checkbox"/>	A New Resource Category	8
<input type="checkbox"/>	A New Resource Category	9
<input type="checkbox"/>	My new category is pretty cool	10

0 selected 1-9 of 100

To add or delete a category:

To add a new category, open the Resource Categories tab and click on the Add a row button above the list of existing categories. A row will populate with the default name of "A New Resource Category" on the top of the table. To delete a category, select the box next to the category you'd like to remove and click the Delete button.



Campus Resources

Resource Categories Resources

Resource Categories

<input type="checkbox"/>	NAME	ORDERING
<input type="checkbox"/>	A New Resource Category	1
<input type="checkbox"/>	Application information	2

To edit a category:

To Edit a category, on the left side of the table select the action icon next to the new resource category and select Edit. When you choose the edit button to edit a category, it will take you to a new page to edit the Title and Ordering of the new Resource Category. Click Submit to save.

Resource Category

Title *

Ordering *

To add or delete a resource:

To add a new resource, click the Resources tab and then click the Add a row button. A row will populate with the default name of "A New Resource" on the top of the table. To edit a resource, select the action icon on the left side of the resource. To delete a resource, select the box next to the resource you'd like to remove and click the Delete button.

Campus Resources

Resource Categories **Resources**

Resources

<input type="checkbox"/>	TITLE	CATEGORY	ORDERING	CONTACT INFO	DESCRIPTION	<input type="checkbox"/>
<input type="checkbox"/>	Edit	A New Resource Category	1			<input type="checkbox"/>
<input type="checkbox"/>	One-Stop	Application Information	1			<input type="checkbox"/>

Resource

Title *

Description

Paragraph **B I U S** **¶** **↶ ↷**

Contact

Paragraph **B I U S** **¶** **↶ ↷**

Category *

Ordering *

- Title: Enter what you want to call this Resource. This field is required.
- Description: No limit to characters that can be added to this section. This field is optional but will still be present in the student view regardless of content added.
- Contact: Add information for a student to learn more. This field is optional but will still be present in the student view regardless of content added.
- Category: Choose the Category in which you want this Resource to live. This field is required.
- Ordering: Relevant for instance when there are multiple Resources in a Category. This indicates the placement on the page when the student views this category. This field is required.

Once all information has been updated, click Submit.

Frequently Asked Question:

Why is my Category not visible?

When you add a net-new category, it will not appear by default. You need to assign at least one resource to it for it to appear for users.