

Crystal Reports Access Request Form

Definitions of Accounts

Account Name	Description
Student Administration	
A/R Supervisor	<p>For A&R Office Supervisors who need access to view reports on student accounts. This access includes all the reports listed in Records, Academics, Student Services (CalWorks, MIS, EOPS, Vets), DSPS, Scholarship, Nursing and Counselors.</p> <p>Home>SA>Academic Standing</p> <ul style="list-style-type: none"> ✓ Academic Standing Dismissal Labels RCAS0161 ✓ Academic Standing Report - RC AS0005 ✓ Academic Standing Report Dismissed Students RCAS0002 ✓ Academic Standing Probation Labels or List RCAS0004 ✓ Honors Mailing Labels - RCAS0059 ✓ Honors Mailing List – Email RCAS0298 ✓ Honors Mailing List - RCAS0061 <p>Home>SA>Academic Standing>Degrees</p> <ul style="list-style-type: none"> ✓ Degrees by Ethnicity Group RCDEG0333 <p>Home>SA>Admissions</p> <ul style="list-style-type: none"> ✓ Advanced ED 1 or 2 Classes RCADM0317 ✓ Advanced ED Enrollment RCADM0200 ✓ Advanced ED over 2 Classes RCADM0316 ✓ Continuing Students Mailing Labels RCADM0178 ✓ Continuing Students Mailing List RCADM0026 ✓ Election Roster RCADM0127 ✓ Enrolled Students by Major Labels-Report RCADM0280 ✓ Enrollment by Site RCADM0194 ✓ First Time Freshman List RCADM0057 ✓ Shopping Cart but No Enrollment Labels or List RCADM0290 ✓ Special Service Needs - Labels RCADM0175 ✓ Special Service Needs - List RCADM0176 ✓ Student Ethnicity Report RCADM0182 <p>Home>SA>Admissions>New Students</p> <ul style="list-style-type: none"> ✓ Application - Outreach by Enroll Status & High School RCNS0143 ✓ Application - Service Needs by Enroll Status & High School RCNS0144 ✓ Enrollment - Outreach by Enroll Status & High School RCNS0145 ✓ Enrollment - Service Needs by Enroll Status & High School RCNS0146 ✓ New Student Ethnicity Labels or List RCNS0318 ✓ Students Non-Residency List RCNS0082 ✓ New Students Non-Resident Labels RCNS0081 ✓ Non Continuing Student Labels or List RCNS0162 <p>Home>SA>Admissions>Residency</p> <ul style="list-style-type: none"> ✓ Enrollment by Site RCADM0194 ✓ In State Residents with Out of State Profile RCRES0347 <p>Home>SA>Attendance</p> <ul style="list-style-type: none"> ✓ 320 Census Roster – Adv Ed Indicator RCATT0435 ✓ 320 Census Roster RCATT0190 ✓ AB540 Students RCATT0132 ✓ Apprenticeship Independent Studies Work Experience RCATT0072 ✓ Apprenticeship Work Experience and Positive Counts RCATT0071 ✓ Cross College Enrollment RCATT0155 ✓ DSCH WSCH Report by Outreach Centers RCATT0038 ✓ DSCH WSCH Report RCATT0037 ✓ Enrollment Report by Campus Term Attendance Type RCATT0140
A/R Supervisor	

Account Name	Description
(continued)	<ul style="list-style-type: none"> ✓ Enrollment Summary Report For Census Date RCATT0141 ✓ Faculty Flex Time Report RCATT0053 ✓ Faculty Reassigned Time RCATT0051 ✓ In Service Non-Residents RCATT0174 ✓ In Service Students With BOG Waivers - Edit Report RCATT0193 ✓ Independent Studies Work Experience Report RCATT0062 ✓ Positive Attendance Apprenticeship Classes RCATT0089 ✓ Positive Attendance Basic Skills Courses RCATT0090 ✓ Positive Attendance Enrollments by Class End Date Range RCATT0091 ✓ Positive Attendance Enrollments Inservice Classes RCATT0092 ✓ Positive Attendance Enrollments RCATT0088 ✓ TBA Classes coded Weekly Census RCATT0154 ✓ Total Instructional Hours RCATT0052 ✓ Undup Headcount by Location for Census Date RCATT0264 Home>SA>Attendance>Edit Reports A&R ✓ Backdated Adds With Late Drops RCEDT0307 ✓ Enrollments After End Date - Pos Att - Edit Report RCEDT0169 ✓ Enrollments On or After Census Date Edit Report RCEDT0043 ✓ Enrollments Without Student Term Data Edit Report RCEDT0202 ✓ Grading Basis Component Edit Report RCEDT0151 ✓ Multi-Component Enrollment Edit Report RCEDT0150 ✓ Positive Attendance Missing Hours RCEDT0093 ✓ Residency Date Edit Report RCEDT0417 ✓ Residency Edit Report RCEDT0135 Home>SA>Attendance>Edit Reports Fiscal ✓ PE Classes with 10% or More Advanced Ed Students RCEDT0221 Home>SA>Edit Reports ✓ Advanced Ed Enrollment Status Report RCEDT0158 ✓ Advanced Ed Fee Waiver Report RCEDT0160 ✓ Advanced Ed Service Indicator Report RCEDT0157 ✓ MIS Report BOG B Application Data Edit RCEDT0129 Home>SA>Enrollment ✓ Daily Enrollment Action RCENR0033 ✓ Student Milestone Report RCENR0362 Home>SA>Financial Aid ✓ FA Course Applicability Report RCFA0428 ✓ FACA Ineligible Class History RCFA0438 ✓ FACA Run History RCFA0437 Home>SA>Instruction ✓ ADJ SSI Mailing Labels or List RCINS0201 ✓ Cancelled Class Roster or Labels RCINS0012 ✓ Class Roster Report by Class RCINS0016 ✓ Class Size Census Report RCINS0148 ✓ Class Size Low Enrollment RCINS0021 ✓ Class Size No Grouping by Loc RCINS0019 ✓ Classes by Time Range RCINS0138 ✓ Closed Class Report RCINS0024 ✓ Combined Classes Enrollment Report RCINS0350 ✓ D2L Course Disconnects RCINS0306 ✓ D2L Courses RCINS0302 ✓ Distance Ed Courses RCINS0262 ✓ District Wide Certificated FTE Summary Report RCINS0299 ✓ Faculty Mailing Labels or List RCINS0252 ✓ Faculty Workload RCINS0054 ✓ Final Grade Analysis Data Report RCINS0055v2 ✓ Final Grade Analysis Percent Report RCINS0159 ✓ Instructor Notification RCINS0064 ✓ Instructor Rosters - No Drops RCINS0368 ✓ Open Class Report by Subject RCINS0083 ✓ Open Classes by Division RCINS0084 ✓ Team Taught Classes RCINS0289 ✓ Work Experience Class Detail RCINS0297
A/R Supervisor (continued)	

Account Name	Description
<p>A/R Supervisor (continued)</p>	<ul style="list-style-type: none"> ✓ Work Experience Classes Enrollment RCINS0266 Home>SA>International <ul style="list-style-type: none"> ✓ Citizenship Status RCINT0013 ✓ International Student Schedule RCINT0067 ✓ International Students Grades Letters RCINT0292 ✓ International Students Grades List RCINT0296 ✓ International Students Schedule Changes RCINT0291 ✓ Visa Type RCINT0112 Home>SA>Records/Grades <ul style="list-style-type: none"> ✓ Advanced Ed Early Admit Student Error Report RCREC0359 ✓ Advanced Ed Early Admit Student List RCREC0326 ✓ Advanced Education Students RCREC0007 ✓ Class Labels RCREC0014 ✓ Class Roster or Labels RCREC0287 ✓ Class Schedule Report for Special Group Students RCREC0420 ✓ Continuing Students Units Enrolled and GPA Report RCREC0353 ✓ Degrees Earned RCREC0300 ✓ Foster Youth Participation Report RCREC0387 ✓ Grade Change Audit Report RCREC0279 ✓ Instructor Drops from OGS RCREC0188 ✓ IP-I Grades Report RCREC070 ✓ iSEPs Created by College by Counselor RCREC0381 ✓ iSEPs Finalized for Student Report RCREC0390 ✓ iSEPs Summary Report RCREC0398 ✓ Library Service Indicator Report RCREC0367 ✓ Missing Grades Report RCREC0076 ✓ Open Reg Students Enrollment Appointment Report RCREC0441 ✓ Out of State Students Taking Only Distance Ed Courses RCREC0413 ✓ Program Awards Verification Report RCREC0366 ✓ Service Indicator Report RCREC0097 ✓ Service Indicators by Code RCREC0098 ✓ Special Groups Enrollment Appointment Report RCREC0384 ✓ Special Groups Units Enrolled & GPA Report RCREC0422 ✓ STAT 300 Prerequisite Not Met RCREC0356 ✓ Student Access Card Counts RCREC0185 ✓ Students Needing Comprehensive Ed Plan RCREC0425 ✓ Students Not Active at College Where They Have Taken Assessments or iSEP RCREC0410 ✓ Students Enrolled in More than 18 Units District Wide RCREC0386 ✓ Unified Transcript Request Labels RCREC0261 ✓ Unified Transcript Request RCREC0253 ✓ Variable Unit Updates from OGS RCREC0184 ✓ Withdraw Student Grade Report RCREC0114 Home>SA>Special Services <ul style="list-style-type: none"> ✓ Special Populations Participation Report RCSS0385 Home>SA>Special Services>Assessment <ul style="list-style-type: none"> ✓ Assessment Test Results Report RCASM0404 Home>SA>Special Services>Matriculation <ul style="list-style-type: none"> ✓ Ed Goal Labels and List RCMTR0265 ✓ Mandatory Matriculation By Service Indicator Data Report RCMTR0429 ✓ Mandatory Matriculation Special Groups Data Report RCMTR0393 ✓ Matriculation – Outreach Report RCMTR0391 ✓ Matriculation Non Exempt Follow Up Labels or List RCMTR0222 ✓ Matriculation SARS - PS Certification RCMTR0301 ✓ Matriculation SARS - PS Exceptions RCMTR0424 ✓ New Matric Students Eligible for Priority Registration RCMTR0365 ✓ New Student Labels or List RCMTR0075 ✓ Student Services Requested by Enroll Status RCMTR0267 ✓ Student Success Additional Services Data Report RCMTR0414 ✓ Student Success MIS Data Report RCMTR0407

Account Name	Description
	<ul style="list-style-type: none"> ✓ Student VerificationRCMTR0251 <p>Home>SA>Special Services>Veterans</p> <ul style="list-style-type: none"> ✓ Vet Non Passing Grades RCVET0335 ✓ Veterans Degree Report RCVET0421 ✓ Veterans Dismissal Labels or List RCVET0225 ✓ Veterans Grades Letters RCVET0209 ✓ Veterans Grades List RCVET0208 ✓ Veterans Labels RCVET0212 ✓ Veterans List RCVET0211 ✓ Veterans Reconciliation Report RCVET0334 ✓ Veterans Schedule Changes RCVET0203 ✓ Veterans With BOG Waivers RCVET0400 <p>Home>SA>Student Financials</p> <ul style="list-style-type: none"> ✓ Account History RCSF0006 ✓ Parking Statistics by Term RCSF0231 ✓ UTP Card Issued and No Enrollment RCSF0241 ✓ UTP Card Issued No Enrollment and a Refund RCSF0240 k
Records	<p>For A&R personnel who need access to view reports on student accounts. This access includes reports listed in Records, Student Services, Scholarship and Nursing.</p> <p>Home>SA>Academic Standing</p> <ul style="list-style-type: none"> ✓ Academic Standing Dismissal Labels RCAS0161 ✓ Academic Standing Report - RC AS0005 ✓ Academic Standing Report Dismissed Students RCAS0002 ✓ Academic Standing Probation Labels or List RCAS0004 ✓ Honors Mailing Labels - RCAS0059 ✓ Honors Mailing List - Email RCAS0298 ✓ Honors Mailing List - RCAS0061 <p>Home>SA>Academic Standing>Degrees</p> <ul style="list-style-type: none"> ✓ Degrees by Ethnicity Group RCDEG0333 <p>Home>SA>Admissions</p> <ul style="list-style-type: none"> ✓ Advanced ED 1 or 2 Classes RCADM0317 ✓ Advanced ED Enrollment RCADM0200 ✓ Advanced ED over 2 Classes RCADM0316 ✓ Continuing Students Mailing Labels RCADM0178 ✓ Continuing Students Mailing List RCADM0026 ✓ Election Roster RCADM0127 ✓ Enrolled Students by Major Labels-Report RCADM0280 ✓ Enrollment by Site RCADM0194 ✓ First Time Freshman List RCADM0057 ✓ Shopping Cart but No Enrollment listbls RCADM0290 ✓ Special Service Needs - Labels RCADM0175 ✓ Special Service Needs - List RCADM0176 ✓ Student Ethnicity Report RCADM0182 <p>Home>SA>Admissions>New Students</p> <ul style="list-style-type: none"> ✓ Application - Outreach by Enroll Status & High School RCNS0143 ✓ Application - Service Needs by Enroll Status & High School RCNS0144 ✓ Enrollment - Outreach by Enroll Status & High School RCNS0145 ✓ Enrollment - Service Needs by Enroll Status & High School RCNS0146 ✓ New Student Ethnicity Labels or List RCNS0318 ✓ Students Non-Residency List RCNS0082 ✓ New Students Non-Resident Labels RCNS0081 ✓ Non Continuing Student Labels or List RCNS0162 <p>Home>SA>Admissions>Residency</p> <ul style="list-style-type: none"> ✓ Enrollment by Site RCADM0194 ✓ In State Residents with Out of State Profile RCRES0347 <p>Home>SA>Enrollment</p> <ul style="list-style-type: none"> ✓ Daily Enrollment Action RCENR0033 ✓ Student Milestone Report RCENR0362 <p>Home>SA>Financial Aid</p>
Records (continued)	

Account Name	Description
<p>Records (continued)</p>	<ul style="list-style-type: none"> ✓ FA Course Applicability Report RCFA0428 ✓ FACA Ineligible Class History RCFA0438 ✓ FACA Run History RCFA0437 Home>SA>Instruction <ul style="list-style-type: none"> ✓ ADJ SSI Mailing Labels or List RCINS0201 ✓ Cancelled Class Roster or Labels RCINS0012 ✓ Class Roster Report by Class RCINS0016 ✓ Class Size Census Report RCINS0148 ✓ Class Size Low Enrollment RCINS0021 ✓ Class Size No Grouping by Loc RCINS0019 ✓ Classes by Time Range RCINS0138 ✓ Closed Class Report RCINS0024 ✓ Combined Classes Enrollment Report RCINS0350 ✓ D2L Course Disconnects RCINS0306 ✓ D2L Courses RCINS0302 ✓ Distance Ed Courses RCINS0262 ✓ District Wide Certificated FTE Summary Report RCINS0299 ✓ Full-Time Faculty Mailing Labels or List RCINS0252 ✓ Faculty Workload RCINS0054 ✓ Instructor Notification RCINS0064 ✓ Instructor Rosters - No Drops RCINS0368 ✓ Open Class Report by Subject RCINS0083 ✓ Open Classes by Division RCINS0084 ✓ Team Taught Classes RCINS0289 ✓ Work Experience Class Detail RCINS0297 ✓ Work Experience Classes Enrollment RCINS0266 Home>SA>International <ul style="list-style-type: none"> ✓ Citizenship Status RCINT0013 ✓ International Student Schedule RCINT0067 ✓ International Students Schedule Changes RCINT0291 ✓ New F-1 Student Report RCINT0234 ✓ Student Visa Withdrawal labels RCINT0065 ✓ Visa Type RCINT0112 Home>SA>Records/Grades <ul style="list-style-type: none"> ✓ Advanced Ed Early Admit Student Error Report RCREC0359 ✓ Advanced Ed Early Admit Student List RCREC0326 ✓ Advanced Education Students RCREC0007 ✓ Class Labels RCREC0014 ✓ Class Roster or Labels RCREC0287 ✓ Continuing Students Units Enrolled and GPA Report RCREC0353 ✓ Foster Youth Participation Report RCREC0387 ✓ Instructor Drops from OGS RCREC0188 ✓ Library Service Indicator Report RCREC0367 ✓ Missing Grades Report RCREC0076 ✓ Open Reg Students Enrollment Appointment Report RCREC0441 ✓ Program Awards Verification Report RCREC0366 ✓ Service Indicator Report RCREC0097 ✓ Service Indicators by Code RCREC0098 ✓ Special Groups Enrollment Appointment Report RCREC0384 ✓ Special Groups Units Enrolled & GPA Report RCREC0422 ✓ STAT 300 Prerequisite Not Met RCREC0356 ✓ Student Access Card Counts RCREC0185 ✓ Students Needing Comprehensive Ed Plan RCREC0425 ✓ Unified Transcript Request Labels RCREC0261 ✓ Unified Transcript Request RCREC0253 ✓ Units Enrolled and GPA for Athletes RCREC0395 ✓ Variable Unit Updates from OGS RCREC0184 Home>SA>Special Services>Assessment <ul style="list-style-type: none"> ✓ Assessment Test Results Report RCASM040 Home>SA>Special Services>Matriculation <ul style="list-style-type: none"> ✓ Ed Goal Labels and List RCMTR0265 ✓ Mandatory Matriculation By Service Indicator Data Report

Account Name	Description
	<ul style="list-style-type: none"> ✓ Matriculation SARS – PS Certification RCMTR0301 ✓ Matriculation SARS – PS Exceptions RCMTR0424
Scholarships	<p>For staff who need access to view reports related to Student Scholarships. This role grants access to the following reports:</p> <p>Home>SA>Scholarships</p> <ul style="list-style-type: none"> ✓ Award Recipient Follow-up Extract RCOLS0285 ✓ Donor and Scholarship Data Verification RCOLS0322 ✓ Donor Information Extract RCOLS0283 ✓ Donor List RCOLS0274 ✓ Historical Scholarship Report RCOLS0383 ✓ List of Applications RCOLS0354 ✓ Non-recipient Information Extract RCOLS0284 ✓ Scholarship Applicant Transcript Information RCOLS0278 ✓ Scholarship Applicants by Major RCOLS0342 ✓ Scholarship Applicants RCOLS0273 ✓ Scholarship Awards Event Extract RCOLS0288 ✓ Scholarship List RCOLS0275 ✓ Scholarship Recipient Information Extract RCOLS0286 ✓ Scholarship Students RCOLS0276 ✓ Scholarship Winner Payment Voucher RCOLS0345 ✓ Scholarships Award Quantity Edit RCOLS0343 ✓ Scholarships with no Applicants RCOLS0277 ✓ Scholarship Student Award History RCOLS0382
Nursing	<p>For staff who need access to view reports related to the Student Nursing Program. This role grants access to the following reports:</p> <p>Home>SA> Nursing</p> <ul style="list-style-type: none"> ✓ Nursing Applicants Contact and Bio Demo Information RCNUR0330 ✓ Nursing Applicants Supplemental Data Report RCNUR0331 ✓ Nursing Online Applications Course Work RCNUR0332 ✓ Online Nursing Application Status Report RCNUR0329
Counselors Counselors (continued)	<p>For counselors who need access to view reports related to iSEP and/or other reports to support student programs. This role grants access to the following reports:</p> <p>Home>SA>Financial Aid</p> <ul style="list-style-type: none"> ✓ FA Course Applicability Report RCFA0428 ✓ FACA Ineligible Class History RCFA0438 ✓ FACA Run History RCFA0437 <p>Home>SA>Records/Grades</p> <ul style="list-style-type: none"> ✓ iSEPs Created by College by Counselor RCREC0381 ✓ iSEPs Finalized for Student Report RCREC0390 ✓ iSEPs Summary Report RCREC0398
Business	<p>For staff who need access to view reports on Student Accounts. This role grants access to the following reports:</p> <p>Home>FS>General Ledger</p> <ul style="list-style-type: none"> ✓ Trial Balance RCGLD0270

Account Name	Description
Deans	<p>For Deans who need access to view reports for Academic Standing, Attendance, Edit, Instruction and Student Records.</p> <p>Home>SA>Academic Standing</p> <ul style="list-style-type: none"> ✓ Honors Mailing Labels - RCAS0059 ✓ Honors Mailing List - Email RCAS0298 ✓ Honors Mailing List - RCAS0061 <p>Home>SA>Admissions</p> <ul style="list-style-type: none"> ✓ Advanced ED 1 or 2 Classes RCADM0317 ✓ Advanced ED over 2 Classes RCADM0316 <p>Home>SA>Attendance</p> <ul style="list-style-type: none"> ✓ 320 Census Roster – Adv Ed Indicator RCATT0435 ✓ 320 Census Roster RCATT0190 ✓ Apprenticeship Independent Studies Work Experience RCATT0072 ✓ Apprenticeship Work Experience and Positive Counts RCATT0071 ✓ Cross College Enrollment RCATT0155 ✓ DSCH WSCH Report by Outreach Centers RCATT0038 ✓ DSCH WSCH Report RCATT0037 ✓ Enrollment Report by Campus Term Attendance Type RCATT0140 ✓ Enrollment Summary Report For Census Date RCATT0141 ✓ Faculty Flex Time Report RCATT0053 ✓ Faculty Reassigned Time RCATT0051 ✓ Independent Studies Work Experience Report RCATT0062 ✓ Positive Attendance Apprenticeship Classes RCATT0089 ✓ Positive Attendance Basic Skills Courses RCATT0090 ✓ Positive Attendance Enrollments by Class End Date Range RCATT0091 ✓ Positive Attendance Enrollments Inservice Classes RCATT0092 ✓ Positive Attendance EnrollmentsRCATT0088 ✓ TBA Classes coded Weekly Census RCATT0154 ✓ Total Instructional Hours RCATT0052 ✓ Undup Headcount by Location for Census Date RCATT0264 <p>Home>SA>Attendance>Edit Reports A&R</p> <ul style="list-style-type: none"> ✓ Multi-Component Enrollment Edit Report RCEDT0150 ✓ Positive Attendance Missing Hours RCEDT0093 <p>Home>SA>Attendance>Edit Reports Fiscal</p> <ul style="list-style-type: none"> ✓ 320 Missing Grades RCEDT0399 ✓ PE Classes with 10% or More Advanced Ed Students RCEDT0221 <p>Home>SA>Attendance>Edit Reports Instruction</p> <ul style="list-style-type: none"> ✓ Class Association Component Hours Edit Report RCEDT0411 ✓ Classes Scheduled Less Than 50 Minutes RCEDT0392 ✓ Classes That End in the 55th to 60th Minute RCEDT0397 ✓ Daily Census Edit Report RCEDT0032 ✓ Graded Component Edit Report RCEDT0131 ✓ In-Service & Non-Credit Not Pos Attend RCEDT0011 ✓ ISWE Edit Report RCEDT0074 ✓ Missing or Multiple Attendance Method Edit Report RCEDT0142 ✓ Multi-Component Attendance Edit Report RCEDT0139 ✓ Multi-Component Instruction Mode Edit Report RCEDT0149 ✓ Multi-Component Status Edit Report RCEDT0136 ✓ Schedule Hours Verification Report RCEDT0096 ✓ Schedule Print Flag Edit Report RCEDT0419 ✓ Standard Meeting Pattern Edit Report RCEDT0105 ✓ TBA Contact Hours Edit Report RCEDT0223 ✓ TBA Weekly – Daily Classes RCEDT0434 ✓ Tutoring Classes Edit Report RCEDT0147 ✓ Weekly Census Not Full Term RCEDT0009 <p>Home>SA>Edit Reports</p> <ul style="list-style-type: none"> ✓ Advanced Ed Enrollment Status Report RCEDT0158 <p>Home>SA>Enrollment</p> <ul style="list-style-type: none"> ✓ Daily Enrollment Action RCENR0033
Deans (continued)	

Account Name	Description
Deans (continued)	<p>Home>SA>Instruction</p> <ul style="list-style-type: none"> ✓ Acad Plan Codes – 9000 Series RCINS0304 ✓ Acad Plan Codes – Degrees and Certificates RCINS0305 ✓ ADJ SSI Mailing Labels or List RCINS0201 ✓ Cancelled Class Roster or Labels RCINS0012 ✓ Class Roster Report by Class RCINS0016 ✓ Class Size Census Report RCINS0148 ✓ Class Size Low Enrollment RCINS0021 ✓ Class Size No Grouping by Loc RCINS0019 ✓ Classes by Time Range RCINS0138 ✓ Closed Class Report RCINS0024 ✓ Combined Classes Enrollment Report RCINS0350 ✓ Distance Ed Courses RCINS0262 ✓ District Wide Certificated FTE Summary Report RCINS0299 ✓ Faculty Mailing Labels or List RCINS0252 ✓ Faculty Workload RCINS0054 ✓ Final Grade Analysis Data Report RCINS0055v2 ✓ Final Grade Analysis Percent Report RCINS0159 ✓ Instructor Notification RCINS0064 ✓ Instructor Rosters – No Drops RCINS0368 ✓ iSEP Courses by Subject RCINS0083 ✓ Open Class Report by Subject RCINS0083 ✓ Team Taught Classes RCINS0289 ✓ Work Experience Class Detail RCINS0297 ✓ Work Experience Classes Enrollment RCINS0266 <p>Home>SA>Instruction>Catalog</p> <ul style="list-style-type: none"> ✓ CB21 - Master Course File Verification Worksheet RCCAT0327 ✓ Course Master File VerificationRCCAT0315 ✓ Master Course File Number Creation Worksheet RCCAT0344 ✓ Master Course File Top Code - CB21 Error Report RCCAT0339 ✓ Missing Course Equivalency ID Edit Report RCCAT0371 ✓ SocratesCourseTransactionsRCCAT0246 <p>Home>SA>Instruction>Edit Reports</p> <ul style="list-style-type: none"> ✓ TBA Facility Edit Report RCEDT0103 ✓ TBA Instructor Edit Report RCEDT0104 <p>Home>SA>Instruction>Schedule</p> <ul style="list-style-type: none"> ✓ Air Handler Classroom Schedule RCSCH0324 ✓ Air Handler Event Schedule RCSCH0325 ✓ Classes with Positive Attendance Method RCSCH0153 ✓ Courses in iSEP by Subject-Catalog Nbr Report RCINS0415 ✓ Facilities Fill Ratio Report RCSCH0239 ✓ Facilities Usage Report RCSCH0170 ✓ Grant Funded Classes RCSCH0358 ✓ SM Facility ID to Inventory ID Exception Report RCSCH0373 ✓ SM Facility ID to Inventory ID Utilization Report RCSCH0375 ✓ SM Inventory ID without Air Handler Exception Report RCSCH0374 ✓ Tab Extract Report RCSCH0102 ✓ Weekend Classes RCSCH0113 <p>Home>SA>Instruction>Schedule Management</p> <ul style="list-style-type: none"> ✓ Area FTE Report RCSM0250 ✓ College Room Use Report RCSM0263 ✓ Division Schedule Data Report RCSM0247 ✓ Instruction Office Schedule Data Report RCSM0244 ✓ InstructorScheduleRCSM0248 ✓ Summary FTE & WSCH by Location RCSM0294 ✓ Summary FTE & WSCH Report RCSM0271 <p>Home>SA>Multi-Year</p> <ul style="list-style-type: none"> ✓ Cancelled Courses Report RCMY0238 ✓ Enrollment Management Multi-Year RCMY0232 <p>Home>SA>Records/Grades</p> <ul style="list-style-type: none"> ✓ Class Labels RCREC0014

Account Name	Description
	<ul style="list-style-type: none"> ✓ Class Roster or Labels RCREC0287 ✓ Class Schedule Report for Special Group Students RCREC0420 ✓ Degrees Earned RCREC0300 ✓ Instructor Drops from OGS RCREC0188 ✓ Interest In Athletic Participation Report RCREC0363 ✓ iSEPs Created by College by Counselor RCREC0381 ✓ iSEPs Finalized for Student Report RCREC0390 ✓ iSEPs Summary Report RCREC0398 ✓ Missing Grades Report RCREC0076 ✓ Out of Stat Students Taking Only Distance Ed Courses RCREC0413 ✓ Program Awards Verification Report RCREC0366 ✓ STAT 300 Prerequisite Not Met RCREC0356 ✓ Student Access Card Counts RCREC0185 ✓ Units Enrolled and GPA for Athletes RCREC0395 ✓ Variable Unit Updates from OGS RCREC0184
<p>Facilities</p>	<p>For personnel working on facilities & room scheduling management.</p> <p>Home>SA>Instruction>Schedule</p> <ul style="list-style-type: none"> ✓ Air Handler Classroom Schedule RCSCH0324 ✓ Air Handler Event Schedule RCSCH0325 ✓ Facilities Fill Ratio Report RCSCH0239 ✓ Facilities Usage Report RCSCH0170 ✓ SM Facility ID to Inventory ID Exception Report RCSCH0373 ✓ SM Facility ID to Inventory ID Utilization Report RCSCH0375 ✓ SM Inventory ID without Air Handler Exception Report RCSCH0374
<p>Schedulers</p> <p>Schedulers (continued)</p>	<p>For College Schedulers who need access to view reports on Class Schedules, Instruction and Edit Reports</p> <p>Home>SA>Admissions</p> <ul style="list-style-type: none"> ✓ Advanced ED 1 or 2 Classes RCADM0317 ✓ Advanced ED over 2 Classes RCADM0316 <p>Home>SA>Attendance</p> <ul style="list-style-type: none"> ✓ 320 Census Roster – Adv Ed Indicator RCATT0435 ✓ 320 Census Roster RCATT0190 ✓ Apprenticeship Independent Studies Work Experience RCATT0072 ✓ Cross College Enrollment RCATT0155 ✓ DSCH WSCH Report by Outreach Centers RCATT0038 ✓ DSCH WSCH Report RCATT0037 ✓ Enrollment Report by Campus Term Attendance Type RCATT0140 ✓ Enrollment Summary Report For Census Date RCATT0141 ✓ Faculty Flex Time Report RCATT0053 ✓ Faculty Reassigned Time RCATT0051 ✓ Independent Studies Work Experience Report RCATT0062 ✓ Positive Attendance Apprenticeship Classes RCATT0089 ✓ Positive Attendance Basic Skills Courses RCATT0090 ✓ Positive Attendance Enrollments by Class End Date Range RCATT0091 ✓ Positive Attendance Enrollments Inservice Classes RCATT0092 ✓ Positive Attendance Enrollments RCATT0088 ✓ TBA Classes coded Weekly Census RCATT0154 ✓ Total Instructional Hours RCATT0052 ✓ Undup Headcount by Location for Census Date RCATT0264 <p>Home>SA>Attendance>Edit Reports A&R</p> <ul style="list-style-type: none"> ✓ Multi-Component Enrollment Edit Report RCEDT0150

Account Name	Description
<p>Schedulers (continued)</p>	<p>Home>SA>Attendance>Edit Reports Instruction</p> <ul style="list-style-type: none"> ✓ Class Association Component Hours Edit Report RCEDT0411 ✓ Classes Scheduled Less Than 50 Minutes RCEDT0392 ✓ Classes That End in the 55th to 60th Minute RCEDT0397 ✓ Daily Census Edit Report RCEDT0032 ✓ Graded Component Edit Report RCEDT0131 ✓ Grading Basis Component Edit Report RCEDT0151 ✓ In-Service & Non-Credit Not Pos Attend RCEDT0011 ✓ ISWE Edit Report RCEDT0074 ✓ Missing or Multiple Attendance Method Edit Report RCEDT0142 ✓ Multi-Component Instruction Mode Edit Report RCEDT0149 ✓ Multi-Component Status Edit Report RCEDT0136 ✓ Schedule Hours Verification Report RCEDT0096 ✓ Schedule Print Flag Edit Report RCEDT0419 ✓ Standard Meeting Pattern Edit Report RCEDT0105 ✓ TBA Contact Hours Edit Report RCEDT0223 ✓ TBA Weekly – Daily Classes RCEDT0434 ✓ Tutoring Classes Edit Report RCEDT0147 ✓ Weekly Census Not Full Term RCEDT0009 <p>Home>SA>Edit Reports</p> <ul style="list-style-type: none"> ✓ Advanced Ed Enrollment Status Report RCEDT0158 <p>Home>SA>Enrollment</p> <ul style="list-style-type: none"> ✓ Daily Enrollment Action RCENR0033 <p>Home>SA>Instruction</p> <ul style="list-style-type: none"> ✓ Acad Plan Codes - 9000 Series RCINS0304 ✓ Acad Plan Codes - Degrees and Certificates RCINS0305 ✓ Academic Org by Subject RCINS0001 ✓ ADJ SSI Mailing Labels or List RCINS0201 ✓ Cancelled Class Roster or Labels RCINS0012 ✓ Class Roster Report by Class RCINS0016 ✓ Class Size Census Report RCINS0148 ✓ Class Size Low Enrollment RCINS0021 ✓ Class Size No Grouping by Loc RCINS0019 ✓ Classes by Time Range RCINS0138 ✓ Closed Class Report RCINS0024 ✓ Combined Classes Enrollment Report RCINS0350 ✓ Distance Ed Courses RCINS0262 ✓ Full-Time Faculty Mailing Labels or List RCINS0252 ✓ FacultyWorkloadRCINS0054 ✓ Final Grade Analysis Data Report RCINS0055v2 ✓ Final Grade Analysis Percent Report RCINS0159 ✓ InstructorNotificationRCINS0064 ✓ Instructor Rosters - No Drops RCINS0368 ✓ Open Class Report by Subject RCINS0083 ✓ Open Classes by Division RCINS0084 ✓ Team Taught Classes RCINS0289 ✓ Work Experience Class Detail RCINS0297 ✓ Work Experience Classes Enrollment RCINS0266 <p>Home>SA>Instruction>Catalog</p> <ul style="list-style-type: none"> ✓ CB21 - Master Course File Verification Worksheet RCCAT0327 ✓ Course Master File VerificationRCCAT0315 ✓ Master Course File Number Creation Worksheet RCCAT0344 ✓ Master Course File Top Code - CB21 Error Report RCCAT0339 ✓ Missing Course Equivalency ID Edit Report RCCAT0371 ✓ SocratesCourseTransactionsRCCAT0246 <p>Home>SA>Instruction>Edit Reports</p> <ul style="list-style-type: none"> ✓ TBA Facility Edit Report RCEDT0103 ✓ TBA Instructor Edit Report RCEDT0104 <p>Home>SA>Instruction>Schedule</p> <ul style="list-style-type: none"> ✓ Air Handler Classroom Schedule RCSCH0324 ✓ Air Handler Event Schedule RCSCH0325 ✓ Classes with Positive Attendance Method RCSCH0153

Account Name	Description
	<ul style="list-style-type: none"> ✓ Courses in ISEP by Subject-Catalog Nbr Report RCINS0415 ✓ Facilities Fill Ratio Report RCSC0239 ✓ Facilities Usage Report RCSC0170 ✓ Grant Funded Classes RCSC0358 ✓ SM Facility ID to Inventory ID Exception Report RCSC0373 ✓ SM Facility ID to Inventory ID Utilization Report RCSC0375 ✓ SM Inventory ID without Air Handler Exception Report RCSC0374 ✓ Tab Extract Report RCSC0102 ✓ Weekend Classes RCSC0113 <p>Home>SA>Instruction>Schedule>Schedule Manager</p> <ul style="list-style-type: none"> ✓ Area FTE Report RCSM0250 ✓ College Room Use Report RCSM0263 ✓ Division Schedule Data Report RCSM0247 ✓ Instruction Office Schedule Data Report RCSM0244 ✓ InstructorScheduleRCSM0248 ✓ Summary FTE & WSCH by Location RCSM0294 ✓ Summary FTE & WSCH Report RCSM0271 <p>Home>SA>Multi-Year</p> <ul style="list-style-type: none"> ✓ Cancelled Courses Report RCMY0238 ✓ Enrollment Management Multi-Year RCMY0232
Distance Ed Coordinator	<p>Home>SA>Instruction</p> <ul style="list-style-type: none"> ✓ Class Size No Grouping by Loc RCINS0019 ✓ Combined Classes Enrollment Report RCINS0350 ✓ D2L Course Disconnects RCINS0306 ✓ D2L CoursesRCINS0302 ✓ Distance Ed Courses RCINS0262 ✓ Team Taught Classes RCINS0289
Human Resources	
DOHR	<p>For staff needing access to view reports on employees and employee benefits. This role grants access to the following reports:</p> <p>Home>HR>Benefits</p> <ul style="list-style-type: none"> ✓ Census Report RCPAY0260 ✓ Vacation Accrual Report RCBEN0213 <p>Home>HR>Employment</p> <ul style="list-style-type: none"> ✓ Multi-Ethnicity Data Report RCEMP0328 ✓ TCS Board Agenda ADJ_OVL_SSI RCEMP0192 ✓ VPA Employee List RCEMP0235 ✓ VPA Employee Salary Listing RCEMP0237
Finance & Administration	
General Accounting	<p>For staff who needs to view district-wide general ledgers information.</p> <p>Home>FS>General Ledger</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ Balance Sheet Accounts RCGLD0282 ✓ Expenditures By College Report RCGLD0171 ✓ Expenditures By Guideline RCGLD0181 ✓ Object Code Summary RCGLD0272 ✓ OCB By Manager Report RCGLD0191 ✓ OCB Report by Selected Criteria RCGLD0196 ✓ Organizational Center Budget-Department Report RCGLD0180

Account Name	Description
	<ul style="list-style-type: none"> ✓ Revenue By Guideline-Project RCGLD0172 ✓ Trial Balance RCGLD0270 <p>Home>FS>General Ledger>Foundation</p> <ul style="list-style-type: none"> ✓ Board Foundation Expense Report RCFND0379 ✓ Foundation Activity Statement RCFND0243 ✓ Foundation Expense Report RCFND0314 ✓ Foundation Quarterly Disbursements RCFND0406 ✓ Foundation Statement of Activities RCFND0249 ✓ Foundation Statement of Financial Position RCFND0245 ✓ GA Foundation Activity Statement RCFND0313 <p>Home>FS>SA>Foundation</p> <ul style="list-style-type: none"> ✓ Auto BOG Statistics RCFA0233
ARC Fiscal	<p>For ARC Fiscal staff who needs to view ARC's accounts information and Foundation activity only. Access to view other college account information is restricted.</p> <p>Home>FS>ARC Managers</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ OCB By EmpID Report RCGLD0436 ✓ OCB Report by Selected Criteria RCGLD0196 <p>Home>FS>ARC Managers>Foundation</p> <ul style="list-style-type: none"> ✓ Foundation Activity Statement RCFND0243 ✓ Foundation Expense Report RCFND0314 ✓ Foundation Statement of Activities RCFND0249 ✓ Foundation Statement of Financial Position RCFND0245
ARC Fiscal Managers	<p>Home>FS>ARC Managers</p> <ul style="list-style-type: none"> ✓ OCB By Manager Report RCGLD0191
CRC Fiscal	<p>For CRC Fiscal staff who needs to view CRC's accounts information and Foundation activity only. Access to view other college account information is restricted.</p> <p>Home>FS>CRC Managers</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ OCB By EmpID Report RCGLD0436 ✓ OCB Report by Selected Criteria RCGLD0196 <p>Home>FS>CRC Managers>Foundation</p> <ul style="list-style-type: none"> ✓ Foundation Activity Statement RCFND0243 ✓ Foundation Expense Report RCFND0314 ✓ Foundation Statement of Activities RCFND0249 ✓ Foundation Statement of Financial Position RCFND0245
CRC Fiscal Managers	<p>Home>FS>CRC Managers</p> <ul style="list-style-type: none"> ✓ OCB By Manager Report RCGLD0191
DO Fiscal	<p>For District Office staff who need to review District account information. Access is restricted to Business Unit GENFD and DeptIDs DO & DS.</p> <p>Home>FS>DO Managers</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ OCB Report by Selected Criteria RCGLD0196
Ethan Fiscal	<p>For Ethan Way Fiscal staff who needs to view Ethan</p>

Account Name	Description
	<p>Way's accounts information and Foundation activity only. Access to view other college account information is restricted.</p> <p>Home>FS>Ethan Managers</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ OCB By EmpID Report RCGLD0436 ✓ OCB By Manager Report RCGLD0191 ✓ OCB Report by Selected Criteria RCGLD0196
FLC Fiscal	<p>For FLC Fiscal staff who needs to view FLC's accounts information and Foundation activity only. Access to view other college account information is restricted.</p> <p>Home>FS>FLC Managers</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ OCB By EmpID Report RCGLD0436 ✓ OCB Report by Selected Criteria RCGLD0196 <p>Home>FS>FLC Managers>Foundation</p> <ul style="list-style-type: none"> ✓ Foundation Activity Statement RCFND0243 ✓ Foundation Expense Report RCFND0314 ✓ Foundation Statement of Activities RCFND0249 ✓ Foundation Statement of Financial Position RCFND0245
FLC Fiscal Managers	<p>Home>FS>FLC Managers</p> <ul style="list-style-type: none"> ✓ OCB By Manager Report RCGLD0191
SCC Fiscal	<p>For SCC Fiscal staff who needs to view SCC's accounts information and Foundation activity only. Access to view other college account information is restricted.</p> <p>Home>FS>SCC Managers</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ OCB By EmpID Report RCGLD0436 ✓ OCB Report by Selected Criteria RCGLD0196 <p>Home>FS>SCC Managers>Foundation</p> <ul style="list-style-type: none"> ✓ Foundation Activity Statement RCFND0243 ✓ Foundation Expense Report RCFND0314 ✓ Foundation Statement of Activities RCFND0249 ✓ Foundation Statement of Financial Position RCFND0245
SCC Fiscal Managers	<p>Home>FS>SCC Managers</p> <ul style="list-style-type: none"> ✓ OCB By Manager Report RCGLD0191
Fiscal Services	<p>For staff who needs to view reports to perform fiscal services, such as attendance accounting, FTE reporting and collections.</p> <p>Home>FS>General Ledger</p> <ul style="list-style-type: none"> ✓ Account Transaction History RCGLD0224 ✓ Balance Sheet Accounts RCGLD0282 ✓ Expenditures By College Report RCGLD0171 ✓ Expenditures By Guideline RCGLD0181 ✓ Object Code Summary RCGLD0272 ✓ OCB By Manager Report RCGLD0191 ✓ OCB Report by Selected Criteria RCGLD0196 ✓ Organizational Center Budget-Department Report RCGLD0180 ✓ Revenue By Guideline-Project RCGLD0172

Account Name	Description
<p>Fiscal Services (continued)</p>	<ul style="list-style-type: none"> ✓ Trial Balance RCGLD0270 Home>SA>Admissions <ul style="list-style-type: none"> ✓ Advanced ED 1 or 2 Classes RCADM0317 ✓ Advanced ED Enrollment RCADM0200 ✓ Advanced ED over 2 Classes RCADM0316 Home>SA>Attendance <ul style="list-style-type: none"> ✓ 320 Census Roster – Adv Ed Indicator RCATT0435 ✓ 320 Census Roster RCATT0190 ✓ AB540 Students RCEDT0132 ✓ Apprenticeship Independent Studies Work Experience RCATT0072 ✓ Apprenticeship Work Experience and Positive Counts RCATT0071 ✓ Cross College Enrollment RCATT0155 ✓ DSCH WSCH Report by Outreach Centers RCATT0038 ✓ DSCH WSCH Report RCATT0037 ✓ Enrollment Report by Campus Term Attendance Type RCATT0140 ✓ Enrollment Summary Report For Census Date RCATT0141 ✓ Faculty Flex Time Report RCATT0053 ✓ Faculty Reassigned Time RCATT0051 ✓ In-Service Non-Residents RCATT0174 ✓ In Service Students With BOG Waivers - Edit Report RCATT0193 ✓ Independent Studies Work Experience Report RCATT0062 ✓ Positive Attendance Apprenticeship Classes RCATT0089 ✓ Positive Attendance Basic Skills Courses RCATT0090 ✓ Positive Attendance Enrollments by Class End Date Range RCATT0091 ✓ Positive Attendance Enrollments Inservice Classes RCATT0092 ✓ Positive Attendance Enrollments RCATT0088 ✓ TBA Classes coded Weekly Census RCATT0154 ✓ Total Instructional Hours RCATT0052 ✓ Undup Headcount by Location for Census Date RCATT0264 Home>SA>Attendance>Edit Reports A&R <ul style="list-style-type: none"> ✓ Backdated Adds With Late Drops RCEDT0307 ✓ Enrollments After End Date - Pos Att - Edit Report RCEDT0169 ✓ Enrollments On or After Census Date Edit Report RCEDT0043 ✓ Enrollments Without Student Term Data Edit Report RCEDT0202 ✓ Grading Basis Component Edit Report RCEDT0151 ✓ Multi-Component Enrollment Edit Report RCEDT0150 ✓ Positive Attendance Missing Hours RCEDT0093 ✓ Residency Date Edit Report RCEDT0417 ✓ Residency Edit Report RCEDT0135 Home>SA>Attendance>Edit Reports Fiscal <ul style="list-style-type: none"> ✓ 320 Missing Grades RCEDT0399 ✓ PE Classes with 10% or More Advanced Ed Students RCEDT0221 Home>SA>Attendance>Edit Reports Instruction <ul style="list-style-type: none"> ✓ Class Association Component Hours Edit Report RCEDT0411 ✓ Classes Scheduled Less Than 50 Minutes RCEDT0392 ✓ Classes That End in the 55th to 60th Minute RCATT0397 ✓ Daily Census Edit Report RCEDT0032 ✓ Graded Component Edit Report RCEDT0131 ✓ In-Service & Non-Credit Not Pos Attend RCEDT0011 ✓ ISWE Edit Report RCEDT0074 ✓ Missing or Multiple Attendance Method Edit Report RCEDT0142 ✓ Multi-Component Attendance Edit Report RCEDT0139 ✓ Multi-Component Instruction Mode Edit Report RCEDT0149 ✓ Multi-Component Status Edit Report RCEDT0136 ✓ Schedule Hours Verification Report RCEDT0096 ✓ Schedule Print Flag Edit Report RCEDT0419 ✓ Standard Meeting Pattern Edit Report RCEDT0105 ✓ TBA Contact Hours Edit Report RCEDT0223 ✓ TBA Weekly – Daily Classes RCEDT0434 ✓ Tutoring Classes Edit Report RCEDT0147

Account Name	Description
	<ul style="list-style-type: none"> ✓ Weekly Census Not Full Term RCEDT0009 Home>SA>Edit Reports <ul style="list-style-type: none"> ✓ Advanced Ed Enrollment Status Report RCEDT0158 ✓ Advanced Ed Fee Waiver Report RCEDT0160 ✓ Advanced Ed Service Indicator Report RCEDT0157 Home>SA>Instruction <ul style="list-style-type: none"> ✓ Class Roster Report by Class RCINS0016 ✓ Class Size Census Report RCINS0148 ✓ Class Size Low Enrollment RCINS0021 ✓ Class Size No Grouping by Loc RCINS0019 ✓ Classes by Time Range RCINS0138 ✓ Closed Class Report RCINS0024 ✓ Distance Ed Courses RCINS0262 ✓ District Wide Certificated FTE Summary Report RCINS0299 ✓ Faculty Workload RCINS0054 ✓ Open Class Report by Subject RCINS0083 ✓ Open Classes by Division RCINS0084 ✓ Team Taught Classes RCINS0289 Home>SA>Instruction>Edit Reports <ul style="list-style-type: none"> ✓ TBA Facility Edit Report RCEDT0103 ✓ TBA Instructor Edit Report RCEDT0104 Home>SA>Instruction>Schedule <ul style="list-style-type: none"> ✓ Classes with Positive Attendance Method RCSCH0153 ✓ Grant Funded Classes RCSCH0358 ✓ Weekend Classes RCSCH0113 Home>SA>Instruction>Schedule Management <ul style="list-style-type: none"> ✓ College Room Use Report RCSM0263 ✓ Division Schedule Data Report RCSM0247 ✓ Instruction Office Schedule Data Report RCSM0244 ✓ Instructor Schedule RCSM0248 ✓ Summary FTE & WSCH by Location RCSM0294 ✓ Summary FTE & WSCH Report RCSM0271 Home>SA>Multi-Year <ul style="list-style-type: none"> ✓ Cancelled Courses Report RCMY0238 ✓ Enrollment Management Multi-Year RCMY0232 Home>SA>Records/Grades <ul style="list-style-type: none"> ✓ Advanced Ed Early Admit Student Error Report RCREC0359 ✓ Advanced Ed Early Admit Student List RCREC0326 ✓ Advanced Education Students RCREC0007 ✓ Service Indicator Report RCREC0097 ✓ Service Indicators by Code RCREC0098 Home>SA>Student Financials <ul style="list-style-type: none"> ✓ Unpaid Fees by Student RCSF0106
Grants/Contracts	<p>For DO grants/contracts staff who needs to view reports to perform grants and contracts functions.</p> <ul style="list-style-type: none"> Home>FS>General Ledger <ul style="list-style-type: none"> ✓ Expenditures By Guideline RCGLD0181 ✓ Object Code Summary RCGLD0272 ✓ Revenue By Guideline-Project RCGLD0172 ✓ Trial Balance RCGLD0270 Home>SA>Attendance <ul style="list-style-type: none"> ✓ 320 Census Roster – Adv Ed Indicator RCATT0435 ✓ 320 Census Roster RCATT0190 ✓ Positive Attendance Enrollments Inservice Classes RCATT0092 Home>SA>Instruction <ul style="list-style-type: none"> ✓ District Wide Certificated FTE Summary Report RCINS0299 ✓ Faculty Workload RCINS0054

Account Name	Description
<p>College Researchers</p>	<p>Reports used by researchers to support analysis.</p> <p>Home>SA>Academic Standing</p> <ul style="list-style-type: none"> ✓ Academic Standing Report RC AS0005 <p>Home>SA>Admissions</p> <ul style="list-style-type: none"> ✓ Continuing Students Mailing Labels RCADM0178 ✓ Special Service Needs - List RCADM0176 ✓ Student Ethnicity Report RCADM0182 <p>Home>SA>Admissions>New Students</p> <ul style="list-style-type: none"> ✓ Application - Outreach by Enroll Status & High School RCNS0143 ✓ New Student Letters RCNS0077 <p>Home>Attendance</p> <ul style="list-style-type: none"> ✓ 320 Census Roster RCATT0190 ✓ AB540 Students RCATT0132 ✓ Apprenticeship Independent Studies Work Experience RCATT0072 ✓ Apprenticeship Work Experience and Positive Counts RCATT0071 ✓ Cross College Enrollment RCATT0155 ✓ DSCH WSCH Report by Outreach Center RCATT0038 ✓ DSCH WSCH Report RCATT0037 ✓ Enrollment Report by Campus Term Attendance Type RCATT0140 ✓ Enrollment Summary Report For Census Date RCATT0141 ✓ Faculty Flex Time Report RCATT0053 ✓ Faculty Reassigned Time RCATT0051 ✓ In Service Non-Residents RCATT0174 ✓ In Service Students With BOG Waivers – Edit Report RCATT0193 ✓ Independent Studies Work Experience Report RCATT0062 ✓ Positive Attendance Apprenticeship Classes RCATT0089 ✓ Positive Attendance Basic Skills Courses RCATT0090 ✓ Positive Attendance Enrollments by Class End Date Range RCATT0091 ✓ Positive Attendance Enrollments Inservice Classes RCATT0092 ✓ Positive Attendance Enrollments RCATT0088 ✓ TBA Classes Coded Weekly Census RCATT0154 ✓ Total Instructional Hours RCATT0052 ✓ Undup Headcount by Location for Census Date RCATT0264
<p>College Researchers (continued)</p>	<p>Home>SA>Attendance>Edit Reports A&R</p> <ul style="list-style-type: none"> ✓ Backdated Adds With Late Drops RCEDT0307 ✓ Enrollments After End Date – Pos Att – Edit Report RCEDT0169 ✓ Enrollments On or After Census Date Edit Report RCEDT0043 ✓ Enrollments Without Student Term Data Edit Report RCEDT0202 ✓ Grading Basis Component Edit Report RCEDT0151 ✓ Multi-Component Enrollment Edit Report RCEDT0150 ✓ Positive Attendance Missing Hours RCEDT0093 ✓ Residency Date Edit Report RCEDT0417 ✓ Residency Edit Report RCEDT0135 <p>Home>SA>Attendance>Edit Reports Fiscal</p> <ul style="list-style-type: none"> ✓ 320 Missing Grades RCEDT0399 ✓ PE Classes with 10% or More Advanced Ed Students RCEDT0221 <p>Home>SA>Attendance>Edit Reports Instruction</p> <ul style="list-style-type: none"> ✓ Graded Component Edit Report RCEDT0131 ✓ Multi-Component Status Edit Report RCEDT0136 <p>Home>SA>Edit Reports</p> <ul style="list-style-type: none"> ✓ Advanced Ed Enrollment Status Report RCEDT0158 ✓ MIS Report BOG B Application Data Edit RCEDT0129

Account Name	Description
<p>College Researchers (continued)</p>	<p>Home>SA>Enrollment</p> <ul style="list-style-type: none"> ✓ Daily Enrollment Action RCENR0033 ✓ Daily Enrollment Action RCENR0033-RESTORED ✓ Student Milestone Report RCENR0362 <p>Home>SA>Instruction</p> <ul style="list-style-type: none"> ✓ Class Roster Report RCINS0015 ✓ Class Size Census Report RCINS0148 ✓ Final Grade Analysis Data Report RCINS0055v2 ✓ Final Grade Analysis Percent Report RCINS0159 <p>Home>SA>Instruction>Catalog</p> <ul style="list-style-type: none"> ✓ CB21 – Master Course File Verification Worksheet RCCAT0327 ✓ Course Master File Verification RCCAT0315 ✓ Master Course File Number Creation Worksheet RCCAT0344 ✓ Master Course File Top Code – CB21 Error Report RCCAT0339 ✓ Missing Course Equivalency ID Edit Report RCCAT0371 ✓ Socrates Course Transactions RCCAT0246 <p>Home>SA>Instruction>Edit Reports</p> <ul style="list-style-type: none"> ✓ TBA Faculty Edit Report RCEDT0103 ✓ TBA Instructor Edit Report RCEDT0104 <p>Home>SA>Instruction>Schedule</p> <ul style="list-style-type: none"> ✓ Air Handler Classroom Schedule RCSCH0324 ✓ Air Handler Event Schedule RCSCH0325 ✓ Classes with Positive Attendance Method RCSCH0153 ✓ Courses in iSEP by Subject-Catalog Nbr Report RCINS0415 ✓ Facilities Event Usage Report RCSCH0418 ✓ Facilities Fill Ratio Report RCSCH0239 ✓ Facilities Usage Report RCSCH0170 ✓ Grant Funded Classes RCSCH0358 ✓ SM Facility ID to Inventory ID Exception Report RCSCH0374 ✓ Tab Extract Report RCSCH0102 ✓ Weekend Classes RCSCH0113 <p>Home>SA>Instruction>Schedule Maintenance</p> <ul style="list-style-type: none"> ✓ Area FTE Report RCSM0250 ✓ College Room Use Report RCSM0263 ✓ Division Schedule Data Report RCSM0247 ✓ Instruction Office Schedule Data Report RCSM0244 ✓ Instructor Schedule RCSM0248 ✓ Summary FTE & WSCH by Location RCSM0294 ✓ Summary FTE & WSCH Report RCSM0271 <p>Home>SA>Multi-Year</p> <ul style="list-style-type: none"> ✓ Cancelled Courses Report RCMY0238 ✓ Enrollment Management Multi-Year RCMY0232 <p>Home>SA>Nursing</p> <ul style="list-style-type: none"> ✓ Nursing Applicants Contact and Bio Demo Information RCNUR0330 ✓ Nursing Applicants Supplemental Data Report RCNUR0331 ✓ Nursing Online Applications Course Work RCNUR0332 ✓ Online Nursing Application Status Report RCNUR0329 <p>Home>SA>Records/Grades</p> <ul style="list-style-type: none"> ✓ Advanced Ed Early Admit Student Error Report RCREC0359 ✓ Advanced Ed Early Admit Student List RCREC0326 ✓ Advanced Education Students RCREC0007 ✓ Class Labels RCREC0014 ✓ Class Roster or Labels RCREC0287

Account Name	Description
<p>College Researchers (continued)</p>	<ul style="list-style-type: none"> ✓ Continuing Students Units Enrolled and GPA Report RCREC0353 ✓ Degrees Earned RCREC0300 ✓ Duplicate Names Report RCREC0041 ✓ Foster Youth Participation Report RCREC0387 ✓ Grade Change Audit Report RCREC0279 ✓ Instructor Drops from OGS RCREC0188 ✓ Interest In Athletic Participation Report RCREC0363 ✓ IP-I Grades Report RCREC070 ✓ iSEPs Finalized for Student Report RCREC0390 ✓ Library Service Indicator Report RCREC0367 ✓ Missing Grades Report RCREC0076 ✓ Out of State Students Taking Only Distance Ed Courses RCREC0413 ✓ Program Awards Verification Report RCREC0366 ✓ Service Indicator Report RCREC0097 ✓ Service Indicators by Code RCREC0098 ✓ Special Groups Units Enrolled & GPA Report RCREC0422 ✓ STAT 300 Prerequisite Not Met RCREC0356 ✓ Student Access Card Counts RCREC0185 ✓ Students Needing Comprehensive Ed Plan RCREC0425 ✓ Students Not Active at College Where They Have Taken Assessments or iSEP RCREC0410 ✓ Students Enrolled in More than 18 Units District Wide RCREC0386 ✓ Unified Transcript Request Labels RCREC0261 ✓ Unified Transcript Request RCREC0253 ✓ Variable Unit Updates from OGS RCREC0184 ✓ Withdraw Student Grade Report RCREC0114 <p>Home>SA>Scholarships</p> <ul style="list-style-type: none"> ✓ Award Recipient Follow-up Extract RCOLS0285 ✓ Donor and Scholarship Data Verification RCOLS0322 ✓ Donor Information Extract RCOLS0283 ✓ Donor List RCOLS0274 ✓ Historical Scholarship Report RCOLS0383 ✓ List of Applications RCOLS0354 ✓ Non-recipient Information Extract RCOLS0284 ✓ Scholarship Applicant Transcript Information RCOLS0278 ✓ Scholarship Applicants by Major RCOLS0342 ✓ Scholarship Applicants RCOLS0273 ✓ Scholarship Awards Event Extract RCOLS0288 ✓ Scholarship List RCOLS0275 ✓ Scholarship Students RCOLS0276 ✓ Scholarship Winner Payment Voucher RCOLS0345 ✓ Scholarships Award Quantity Edit RCOLS0343 ✓ Scholarships Not Awarded RCOLS0427 ✓ Scholarships with no Applicants RCOLS0277 ✓ Scholarship Student Award History RCOLS0382 <p>Home>SA>Special Services</p> <ul style="list-style-type: none"> ✓ Special Populations Participation Report RCSS0385 <p>Home>SA>Special Services>Assessment</p> <ul style="list-style-type: none"> ✓ Assessment Test Results Report RCASM0404 <p>Home>SA>Special Services>CalWorks</p> <ul style="list-style-type: none"> ✓ CalWORKs County Data Sharing RCCAL0319 ✓ CalWORKs District Wide Report of Services RCCAL0341 ✓ CalWORKs Labels or List RCCAL0217

Account Name	Description
<p>College Researchers (continued)</p>	<ul style="list-style-type: none"> ✓ CalWORKs Student Data Information Report RCCAL0312 ✓ CalWORKs Students Financial Aid, Degree & Major Report RCCAL0256 ✓ CalWORKs to MIS Student Data Mismatch Report RCCAL0309 ✓ CalWORKs to MIS Work Activity Mismatch Report RCCAL0310 ✓ CalWORKs Unduplicated Students RCCAL0122 ✓ CalWORKs Units Enrolled & GPA Report RCCAL0254 ✓ CalWORKs Work Activity Participants Report RCCAL0388 ✓ MIS to CalWORKs Student Data Mismatch Report RCCAL0268 ✓ MIS to CalWORKs Work Activity Mismatch Report RCCAL0269 ✓ Non-CalWORKs Students receiving TANF and BOG Waivers RCCAL0380 ✓ Pell and BOG Awards for CalWORKs Students RCCAL0320 <p>Home>SA>Special Services>DSPS</p> <ul style="list-style-type: none"> ✓ Academic Standing for DSPS Students RCDSP0396 ✓ Class Schedule Report for DSPS Students RCDSP0349 ✓ DSPS - Veterans Student Report RCDSP0357 ✓ DSPS Class Accommodations Extract Report RCDSP0402 ✓ DSPS Data & Demographics Report RCDSP0120 ✓ DSPS Enrollment Appointment Report RCDSP0116 ✓ DSPS Labels RCDSP0195 ✓ DSPS to MIS Student Data Mismatch Report RCDSP0337 ✓ DSPS Unduplicated Student Contact RCDSP0323 ✓ DSPS Unduplicated Students Report RCDSP0121 ✓ DSPS Units Enrolled and GPA Report RCDSP0352 ✓ DSPS VATEA & Major Report RCDSP0137 ✓ Mandatory Matriculation DSPS Data Report RCDSP0394 ✓ MIS to DSPS Student Data Mismatch Report RCDSP0336 <p>Home>SA>Special Services>EOPS</p> <ul style="list-style-type: none"> ✓ EOPS Enrollment Appointment Report RCEOP0117 ✓ EOPS Labels or List RCEOP0216 ✓ EOPS Students with Degrees RCEOP0049 ✓ EOPS Units Enrolled & GPA Report RCEOP0118 <p>Home>SA>Special Services>Matriculation</p> <ul style="list-style-type: none"> ✓ Ed Goal Labels and List RCMTR0265 ✓ Matriculation MIS Data Report RCMTR0199 ✓ Matriculation Non Exempt Follow Up Labels or List RCMTR0222 ✓ New Matric Students Eligible for Priority Registration RCMTR0365 ✓ New Student Labels or List RCMTR0075 ✓ Student Services Requested by Enroll Status RCMTR0267 ✓ Student Success Additional Services Data Report RCMTR0414 ✓ Student Success MIS Data Report RCMTR0407 ✓ Student Verification RCMTR0251 <p>Home>SA>Special Services>Veterans</p> <ul style="list-style-type: none"> ✓ Vet Non Passing Grades RCVET0335 ✓ Veterans Degree Report RCVET0421 ✓ Veterans Dismissal Labels or List RCVET0225 ✓ Veterans Grades Letters RCVET0209 ✓ Veterans Grades List RCVET0208 ✓ Veterans Labels RCVET0212 ✓ Veterans List RCVET0211 ✓ Veterans Reconciliation Report RCVET0334 ✓ Veterans Schedule Changes RCVET0203 ✓ Veterans With BOG Waivers RCVET0400

Account Name	Description
	<p>Home>SA>Student Financials</p> <ul style="list-style-type: none"> ✓ 1098T – Invalid SSN RCSF0405 ✓ Auto Drop RCSF0230 ✓ Paid Student ID Cards RCSF0085 ✓ Parking Statistics by Term RCSF0231 ✓ Payment Accounting for Rapid Transit for D.O. RCSF0197 ✓ Payment Accounting for Rapid Transit RCSF0198 ✓ Payments by Invoiced Students RCSF0087 ✓ Student Access Card Listing RCSF0186 ✓ Student Help Units Enrolled Report RCSF0409 ✓ Student Term Sticker Listing RCSF0295 ✓ Unpaid Fees by Student RCSF0106 ✓ UTP Card Issued and No Enrollment RCSF0241 ✓ UTP Card Issued No Enrollment and a Refund RCSF0240 ✓ UTP Duplicate Charges RCSF0311