

Wrong/incorrect FICE entered in Joe Cool? A simple fix!

1. Open the student in Joe Cool with the wrong/incorrect FICE code.
2. Open the Red Book/Blue Book for that student in Joe Cool.
3. Delete every rule under the wrong/incorrect institution in Joe Cool. See the process below.

2. After you click in the memo field, the “Delete row” icon becomes available. Click on delete row for each rule.

1. Click in the memo field for each rule under that wrong/incorrect institution.

Yr/Trm	Course	RCredit	Grade	Ecredit	Title	Pflg	flg1
1	20035 ART 1100	3.00	A	3.00	Art Appreciation		
	AA??9999*	3.00		3.00			

Yr/Trm	Crs Num	RCredit	Grade	Ecredit	Pflg	Condc
1	20035 ART 1040	3.00	TA	3.00		
	AA??9999	3.00		3.00		

4. After you have deleted the rules in Joe Cool under the Red Book/Blue Book your student should look like the screen print below.

DARwin 3.5.2
 File Edit Utilities Window Help

Programs Requirements Institution Transfer Tables Students Run View Job Queue Analysis View

New Open Save Print Preview Print Add new row insert new row Delete row Refresh Undo Cut Copy Paste Alternate View Course Bank condition

Student: 27272727 - Gina's Test Student

27272727
 Demographic Info
 Academic Record
 002332
 002370
 Programs
 Exceptions
 Transfer Evaluation
 002332

Source Id: 002332 Source Cd:
 Target Id: 002370 Target Cd: DPMask:
 Lock All Unlock All Export All

Dpmask	Group	Lock	Certify	Memo	Last Updated By:	Date
AA??9999*						

Yr/Trm	Course	RCredit	Grade	ECredit	Title	Pflg	flg1	Seq
AA??9999*		0.00		0.00				

Yr/Trm	Crs Num	RCredit	Grade	ECredit	Pflg	Condc	Alternate	Flags
AA??9999		0.00		0.00				

Notice no rules below the wrong/incorrect FICE code

5. Go to the incorrect FICE under the "Academic Record" of the student in Joe Cool. Right-click in the "Source Id" area (even though it is grayed out) and select "Insert."

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New Open Save Print Preview Print Add new row insert new row Delete row Refresh Undo Cut Copy Paste Alternate View Course Bank condition

Student: 27272727 - Gina's Test Student

Source Id: 002332 Source Cd: DPMask:
 Annka-F College - SEMESTERS

Course List

YR/TM	Credit	Grade	Title	P	flg1	Seq
1 2003 5 ART 1	3.00	A	Art Appreciation	<input type="checkbox"/>		001
2 2003 5 CHEM1	4.00	A		<input type="checkbox"/>		001
3 2003 5 HIST1	5.00	A		<input type="checkbox"/>		001
4 2003 5 HUM 1011	4.00	A	Intro to Humanities I	<input type="checkbox"/>		001
5 2003 5 HUM 1012	4.00	A	Intro to Humanities II	<input type="checkbox"/>		001

GPA: 4.00 AA??9999* 20.00 ECredit: 20.00 Rows: 5

6. After you select "Insert" the field becomes editable. Put in the correct FICE code and SAVE.

The screenshot shows a software window titled "Student: 27272727 - Gina's Test Student". On the left is a tree view with categories like "Demographic Info", "Academic Record", "Programs", "Exceptions", and "Transfer Evaluation". The "Academic Record" is expanded to show a list of courses: ART 1100, CHEM1000, HIST1001, HUM 1011, and HUM 1012. The main area has a "Source Id:" field with a text box containing "007954" and a dropdown menu showing "Anoka-Ramsey Community College". A blue box highlights the text box, and a callout bubble says "Field is editable". Below the field are tabs for "Course List", "Course Detail", and "Alternate IDs and Misc.". The "Course List" tab is active, showing a table with 5 rows of course data. At the bottom, it displays "GPA: 4.00", "AA??9999*", "20.00 ECredit: 20.00", and "Rows: 5".

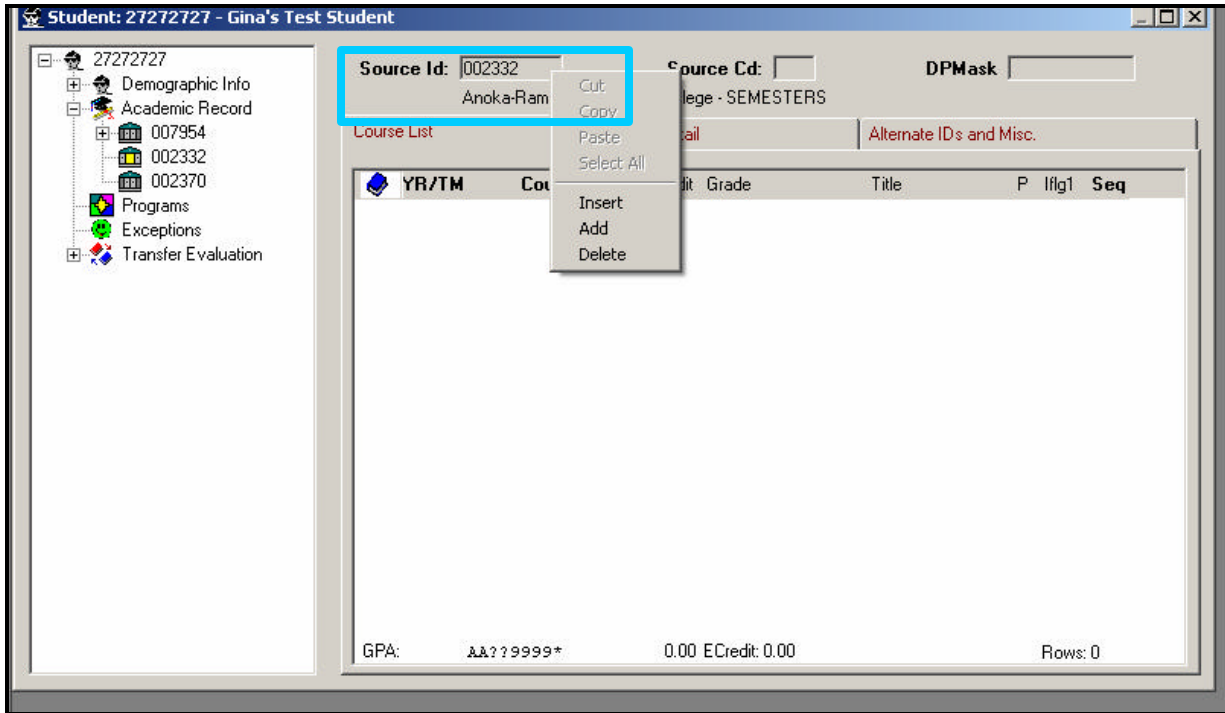
YR/TM	Course	RCredit	Grade	Title	P	Iflg1	Seq
1	2003 5 ART 1100	3.00	A	Art Appreciation	<input type="checkbox"/>		001
2	2003 5 CHEM1000	4.00	A		<input type="checkbox"/>		001
3	2003 5 HIST1001	5.00	A		<input type="checkbox"/>		001
4	2003 5 HUM 1011	4.00	A	Intro to Humanities I	<input type="checkbox"/>		001
5	2003 5 HUM 1012	4.00	A	Intro to Humanities II	<input type="checkbox"/>		001

7. Notice that the Institution Name changed in the "Academic Record" after the save.

This screenshot is similar to the previous one, but the "Source Id:" field now contains "007954" and the dropdown menu shows "Normandale CC", which is highlighted by a blue box. The rest of the interface, including the course list table and GPA information, remains the same.

YR/TM	Course	RCredit	Grade	Title	P	Iflg1	Seq
1	2003 5 ART 1100	3.00	A	Art Appreciation	<input type="checkbox"/>		001
2	2003 5 CHEM1000	4.00	A		<input type="checkbox"/>		001
3	2003 5 HIST1001	5.00	A		<input type="checkbox"/>		001
4	2003 5 HUM 1011	4.00	A	Intro to Humanities I	<input type="checkbox"/>		001
5	2003 5 HUM 1012	4.00	A	Intro to Humanities II	<input type="checkbox"/>		001

8. You may have to delete the old “Academic Record” with the wrong/incorrect FICE Code. Click on the old “Academic Record”, right-click in the “Source Id” area and select “Delete.” SAVE and the old “Academic Record” with the wrong/incorrect FICE code is removed.



9. Rearticulate your student though DA0001CP. The Red Book/Blue Book will populate with the correct FICE code and courses.

Revised: 7/7/05