

User Defaults

This guide will walk you through the process to have certain fields default automatically based on your user ID. Items can be changed at any point in time, therefore the term can be changed to reflect the current term when applicable. REMEMBER: These defaults are not for you personally, they are defaults for the search fields within Student Records.

Set Up SACR > User Defaults

[User Defaults 1](#) | [User Defaults 2](#) | [User Defaults 3](#) | [User Defaults 4](#) | [Enrollment Override Defaults](#) | [D](#)

User ID: AFILSON **Name:** Dunham-Filson, April R

Academic Institution: CSU Stanislaus
Career Group SetID: CSU Stanislaus
Facility Group SetID: CSU Stanislaus
Academic Career: Undergraduate
Academic Group:
Subject Area:
Term: 2008 Fall
Academic Program: Undergraduate Degree Seeking
Academic Plan:
Academic Sub-Plan:

[User Defaults 1](#) | [User Defaults 2](#) | [User Defaults 3](#) | [User Defaults 4](#) | [Enrollment Override Defaults](#) | [Communication Speed Keys](#) | [User 3C Groups Summary](#)

NOTE: You may default as many as is applicable to you, however this document will only be for what is required at this time.

1. Enter the Academic Institution; STCMP
2. Enter the Career Group SetID; STCMP
3. Enter the Facility Group SetID; STCMP
4. Enter the Academic Career; UGRD=Undergraduate
PBAC=Post Bacclaurate
EXED=Extended Education
5. Enter the Term; 2084
6. Enter the Academic Program; UBAC