

SPRO: Student Profile

Displays student information, such as address, phone, GPA, class locator.

In the (Quick Access) mnemonic text box, enter SPRO. Press enter or click the green Go button.

Quick Access

A blank Student Profile screen will be displayed along with a Student Lookup alert window.

Enter the student's name, SSN, or ID. Click OK or press enter.

SPRO-Student Profile

Preferred Mailing Address: Tampa, FL, 33605

Preferred Residence: Tampa, FL, 33605

Change Address

Academic Program	Cust Pgm	Acad Level	Status	Status Date	Ant Cmpl Date	Admit Status
1 CCC.COP.OPT1	No	UG	Active	11/17/04	01/09	

Student Types/Date: 1

Home Location: 1 20 Ybor City Campus **Home Campus**

Advisors: 1

Restrictions: 1

Directory/Privacy:

Terms:

Transcripts:

Locator:

Add Profile Data:

Hiatus:

Demographics:

Start Dt: 11/16/04

End Dt:

Click any of these blue info icons to find out more about the student

Student's Academic Program(s)

Home Campus

The populated Student Profile screen will be displayed on your monitor.

Clicking on any blue detail icon will give you additional information on a student. Some of the information available as in the screenshot above includes:

- Preferred Mailing Address
- Preferred Residence
- Academic Program(s)
- Academic Level
- Enrollment Status
- Status Date
- Completion Date
- Home Location or Campus
- Advisors

If you click on any of the following blue detail icons, separate screen with more information will appear.

Terms

Transcripts

Locator

Add Profile Data

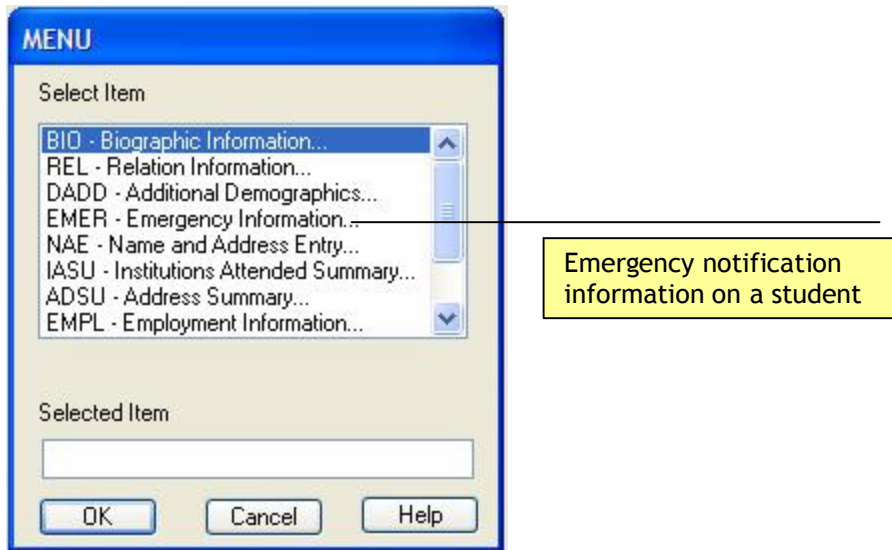
Hiatus

Demographics

Some helpful ones are:

- Terms student has attended
- Transcripts (coursework and GPA)
- Locator (student's schedule on a given day)

- Demographics (several options appearing in a separate drop menu box as shown below)



When you are done, press F10 (and then the Update button to finish and return to the previous screen and/or access another student's information

Another option is to Press F9 and then the Update button to save anything you may have done and return to the main Colleague menu.