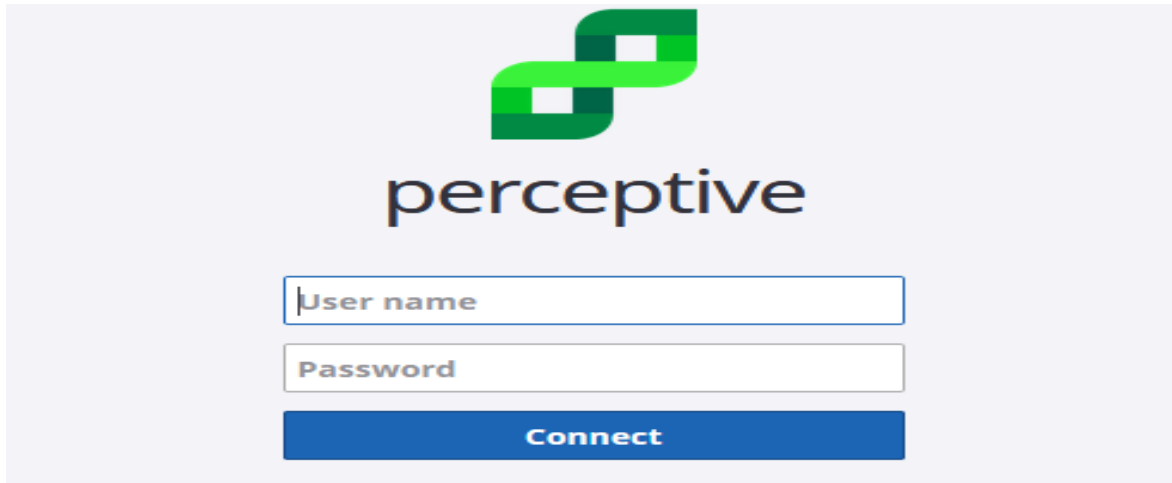


UR Docs Perceptive Experience (Online Version) Faculty Quick Sheet

1. To access the online version of Perceptive Content please enter the following description:

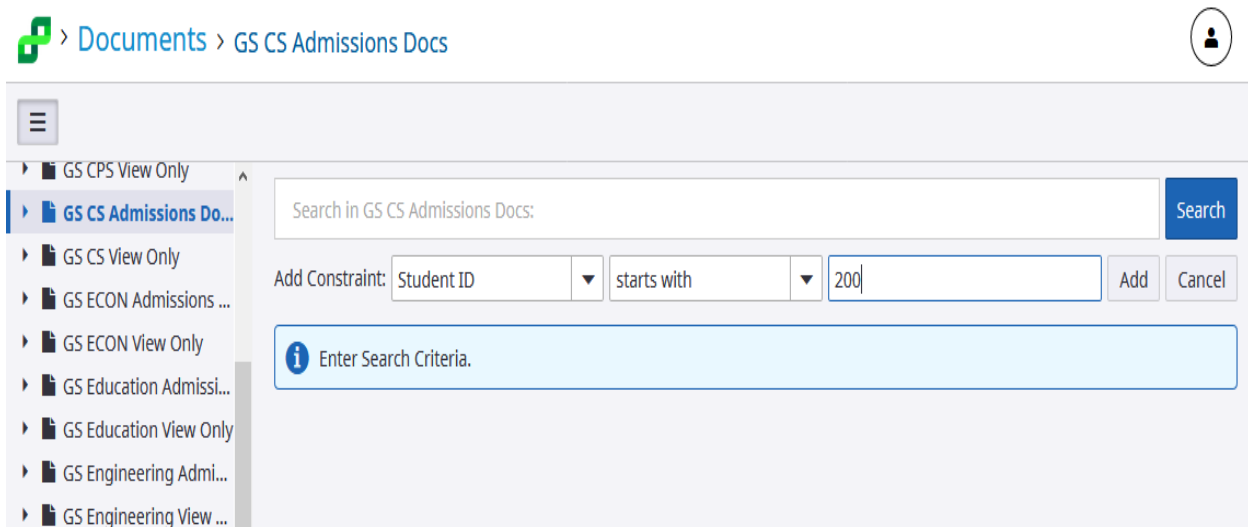
<https://contentweb.cc.uregina.ca/experience/#login>



The image shows the Perceptive login interface. At the top center is a green logo consisting of two interlocking squares. Below the logo, the word "perceptive" is written in a lowercase, sans-serif font. Underneath the text are two input fields: the first is labeled "User name" and the second is labeled "Password". Below these fields is a blue button with the text "Connect" in white.

2. Your user name and password is the same as your Novell information. Once you enter in the information click Connect. This will take you to a home page. You will click on Documents.

3. In the Search In Applications Bar at the top you can click on that window and the Add Constraint Menu will pop up. To search by Student ID click on the down arrow tab beside the Name option and choose Student ID. Then type the student ID in the empty bar to the left of the ADD button. Then click ADD. Click Search.



The screenshot shows the Perceptive interface. At the top left, there is a green logo and the text "Documents > GS CS Admissions Docs". To the right of this text is a circular icon containing a person silhouette. Below this is a search bar with the text "Search in GS CS Admissions Docs:" and a blue "Search" button. Below the search bar is an "Add Constraint" section with a dropdown menu set to "Student ID", a "starts with" dropdown, and an input field containing "200". There are "Add" and "Cancel" buttons next to the input field. Below this is a light blue box with an information icon and the text "Enter Search Criteria." On the left side of the interface, there is a navigation menu with a hamburger icon at the top. The menu items are: "GS CPS View Only", "GS CS Admissions Do...", "GS CS View Only", "GS ECON Admissions ...", "GS ECON View Only", "GS Education Admissi...", "GS Education View Only", "GS Engineering Admi...", and "GS Engineering View ...".

6. If you are reviewing applications the easiest way to do it is in the Admissions Docs drawer where all documents associated with the student will be displayed. You can search the student by the student ID that you have been assigned to review and it will pull up all the documents associated with that student to complete your review.

The screenshot shows a web application interface for reviewing documents. The browser address bar displays the URL: <https://contentweb.cc.uregina.ca/experience/#documents/vi>. The page title is "Documents > GS CS Admissions Docs".

On the left, there is a "DOCUMENT VIEWS" sidebar with a list of folders and documents, including "Campus Wide RO", "FGSR All Documents", "FGSR Applications", and various "GS [Subject] Admissions" and "View Only" folders. The "GS CS Admissions Docs" folder is currently selected.

At the top of the main content area, there is a search bar with the text "Student ID starts with 200455358" and an "Add" button. A "Search" button is also present.

The main content area displays a table of documents for the selected student. The table has the following columns: Student ID, Last Name, First Name, Stat..., Document Type, and Notes. The data rows are as follows:

Student ID	Last Name	First Name	Stat...	Document Type	Notes
200455358	.	Bhupinder Sin		Letter of Recommendation...	GLR2
200455358	.	Bhupinder Sin		Admissions Recommendation...	Pre Review
200455358	.	Bhupinder Sin		CTR1 - College Final Trans...	Punjav U - uo
200455358	.	Bhupinder Sin	Apps ...	Application Form GS	
200455358	.	Bhupinder Sin		TES0 - Test Score GS	IELTS
200455358	.	Bhupinder Sin		Letter of Recommendation...	GLR1
200455358	.	Bhupinder Sin		Resume GS	
200455358	.	Bhupinder Sin		Letter of Intent GS	