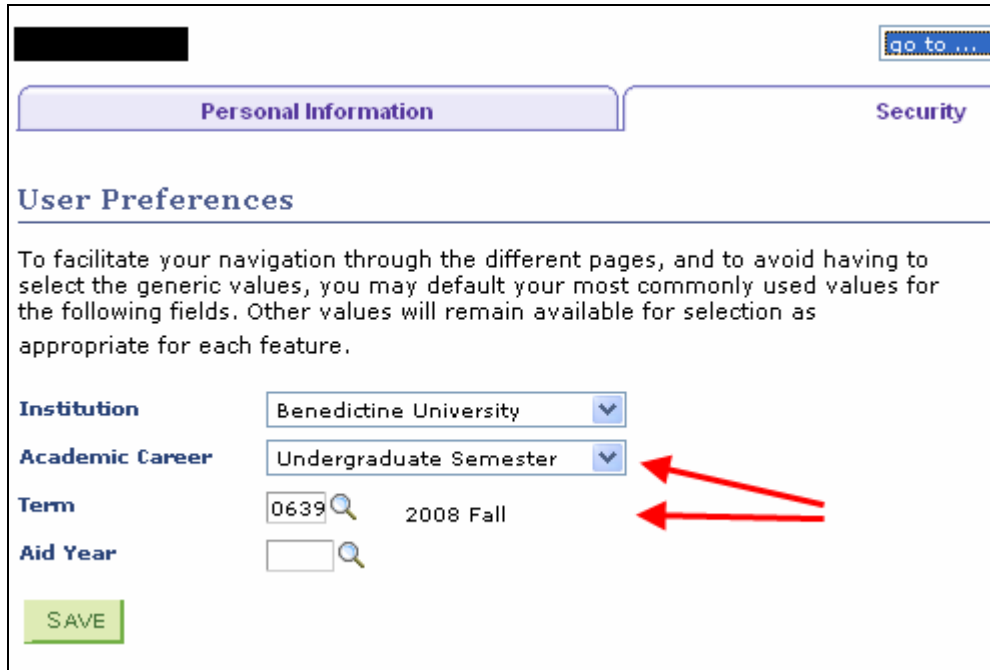


MyBenU User Preferences & Default Values

Students, faculty (including adjuncts), and advisors can change their default term with the following navigation. You'll need to select an Academic Career first, and then select Term.

Navigation is: Main Menu > Self Service > Campus Personal Information > User Preferences



Personal Information **Security**

User Preferences

To facilitate your navigation through the different pages, and to avoid having to select the generic values, you may default your most commonly used values for the following fields. Other values will remain available for selection as appropriate for each feature.

Institution

Academic Career

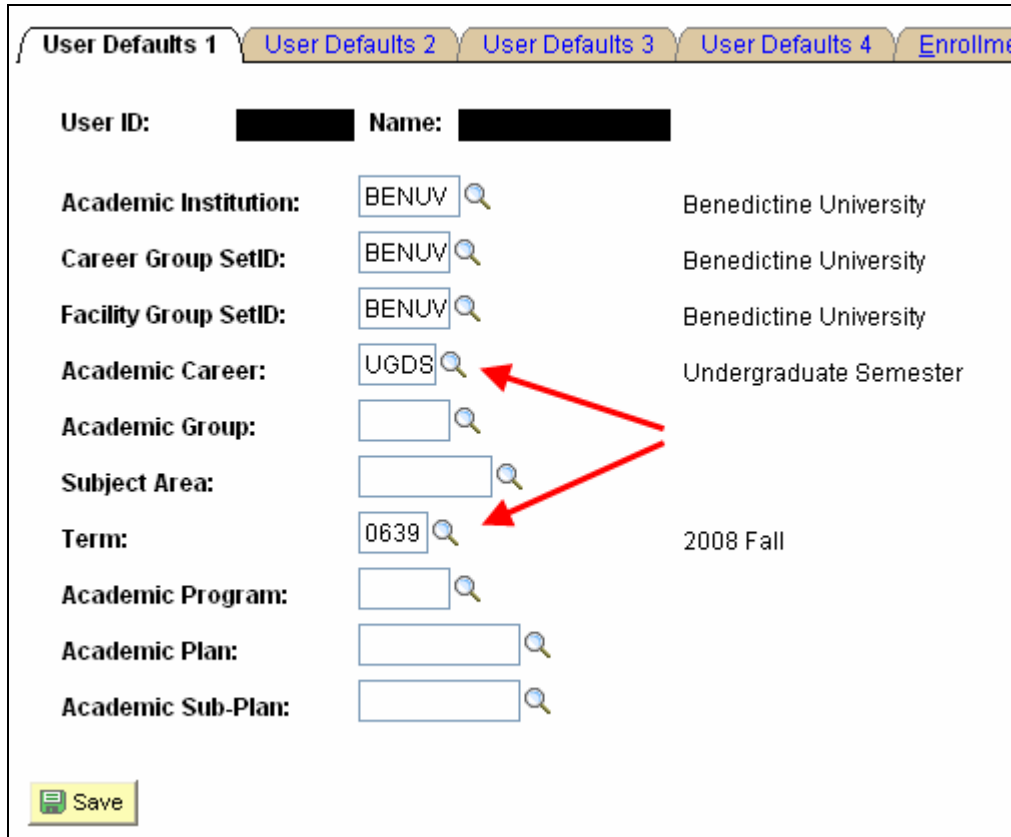
Term 2008 Fall

Aid Year

MyBenU User Preferences & Default Values

Staff members can change their default term via the following navigation. You'll need to select an Academic Career first, and then select Term.

Navigation is: Main Menu > Set Up SACR > User Defaults



The screenshot shows the 'User Defaults' page in the MyBenU system. The page has a navigation bar with tabs for 'User Defaults 1', 'User Defaults 2', 'User Defaults 3', 'User Defaults 4', and 'Enrollme'. Below the navigation bar, the user's ID and name are displayed as redacted. The main form contains the following fields and values:

Field	Value	Display
User ID:	[Redacted]	[Redacted]
Name:	[Redacted]	[Redacted]
Academic Institution:	BENUV	Benedictine University
Career Group SetID:	BENUV	Benedictine University
Facility Group SetID:	BENUV	Benedictine University
Academic Career:	UGDS	Undergraduate Semester
Academic Group:	[Empty]	
Subject Area:	[Empty]	
Term:	0639	2008 Fall
Academic Program:	[Empty]	
Academic Plan:	[Empty]	
Academic Sub-Plan:	[Empty]	

Red arrows point to the 'Academic Career' and 'Term' fields. A 'Save' button is located at the bottom left of the form.