Oracle’s PeopleSoft 9.0 Campus Community
Changes and Updates for CS Bundle #13

June 2009

ORACLE
Changes and Updates for CS Bundle #13

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PeopleSoft Enterprise Campus Community Documentation Updates for CS Bundle #13

Note. This document is an update to the PeopleSoft Enterprise Campus Community Fundamentals 9.0 PeopleBook and the PeopleSoft Enterprise Campus Self Service 9.0 PeopleBook. It describes the Product Update ID #739506 that was posted to Metalink3 in June 2009. Use this document in conjunction with your PeopleBooks to maintain a complete set of documentation.

This document provides information related to updates and fixes delivered with CS Bundle #13. Specifically, it discusses changes related to how to:

- Set up personal attributes.
- Use self-service personal attributes data.
- Manage relationships data.
- Manage personal attributes information.

## Setting Up Personal Attributes

This section discusses the new Self Service Ethnicity Setup page for USA-based customers wanting to resurvey their faculty, staff, and students to collect IPEDS information.

See Also


### Page Used to Set Up Personal Attributes

<table>
<thead>
<tr>
<th>Page Name</th>
<th>Object Name</th>
<th>Navigation</th>
<th>Usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self Service Ethnicity Setup</td>
<td>SCC_SSC_ETHSTUP_USA</td>
<td>Set Up SACR, Common Definitions, Self Service, Self Service Ethnicity Setup</td>
<td>Allow and configure entry of ethnicity data on self-service pages.</td>
</tr>
</tbody>
</table>
Setting Up Self-Service Ethnicity Options

Access the Self Service Ethnicity Setup page (Set Up SACR, Common Definitions, Self Service, Self Service Ethnicity Setup).

Self Service Ethnicity Setup

![Image of Self Service Ethnicity Setup page (1 of 3)]
This new setup component enables institutions to define setup choices for each self-service center – Student, Faculty, or Campus Personal Information. The choices you make here affect the options that appear on the self-service Ethnicity page.
**Answer Mapping**

The selections made for these seven Answer Mapping values apply to all three self-service centers.

**Hispanic**
Select the value to be inserted into the Ethnicity records if the person answers *Yes* to the question “Are you Hispanic or Latino?” Only active, current Ethnic Group values with an EEO Ethnic Group = 3 (Hispanic) are returned in this prompt.

**Not Hispanic**
Select the value to be inserted into the Ethnicity records if the person answers *No* to the question “Are you Hispanic or Latino?” All active, current Ethnic Group values with an EEO Ethnic Group not equal to 6 (Not Specified) are returned in this prompt.

**American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, White, and No Response**
Select the value to be inserted into the Ethnicity records depending on the user’s responses to the question “What is your race? Select one or more.”

The prompts will return values respective to the EEO Ethnic Group related to the label as follows:

- **American Indian or Alaska Native** returns only active current ethnic groups mapped to an EEO Ethnic Group = ‘5’ (American Indian or Alaska Native).
- **Asian** returns only active current ethnic groups mapped to an EEO Ethnic Group = ‘4’ (Asian).
- **Black or African American** returns only active current ethnic groups mapped to an EEO Ethnic Group = ‘2’ (Black or African American).
- **Native Hawaiian or Other Pacific Islander** returns only active current ethnic groups mapped to an EEO Ethnic Group = ‘7’ (Native Hawaiian or Other Pacific Islander).
- **White** returns only active current ethnic groups mapped to an EEO Ethnic Group = ‘1’ (White).
- **No Response** returns only active current ethnic groups mapped to an EEO Ethnic Group = ‘6’ (Not Specified).

**Note.** Oracle strongly recommends that you create an appropriate generic ethnic group value for ‘Not Hispanic’ mapped to an EEO Ethnic Group = ‘6’ and that other values selected on this page should be generic ethnic group values. For example, set *Hispanic* as a value for the ‘Yes, Hispanic’ answer or *Asian* for selecting the Asian checkbox when answering the second question.

**Functional Area Setup**

These fields are specific to the functional area selected – Student Center, Faculty Center, or Campus Personal Information – as determined by the selection made in the Functional Area field.
### Functional Area
The functional area you selected on the Self Service Ethnicity Setup search page appears here. It indicates for which component the setup choices apply. The delivered values are Student Center, Faculty Center, and Campus Personal Information.

### Welcome Instructions/Text
Enter the **Message Set Number** and **Message Number** to appear as introductory text, as well as the specific message to appear in the introductory section of the page. The **Message Text** field displays the text from the Message Catalog for the selected message number. The delivered message set number and message number for the Welcome Instructions are set as the defaults. The text of this message may be changed using the Message Catalog.

### First Question Text
Enter the **Message Set Number** and **Message Number** to appear as the first ethnicity question on the page. The **Message Text** field displays the text from the Message Catalog for the selected message number. The delivered message set number and message number for the First Question are set as the defaults. The text of this message may be changed using the Message Catalog.

### Second Question Text
Enter the **Message Set Number** and **Message Number** to appear as the follow-up ethnicity question on the page. The **Message Text** field displays the text from the Message Catalog for the selected message number. The delivered message set number and message number for the Second Question are set as the defaults. The text of this message may be changed using the Message Catalog.

### Additional Background Information

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collect Additional Information</td>
<td>Select this check box to indicate that the system displays a Background Information grid on the Self Service Ethnicity page to collect additional background detail. Collecting additional background information is optional and not required by IPEDS.</td>
</tr>
<tr>
<td>Display Primary</td>
<td>Select this check box to indicate that the system displays a Primary column in the Background Information grid.</td>
</tr>
<tr>
<td>Display Percentage</td>
<td>Select this check box to indicate that the system displays a Percentage column in the Background Information grid.</td>
</tr>
</tbody>
</table>
Background Question Text
If you selected the **Collect Additional Information** check box, enter the **Message Set Number** and **Message Number** to appear as the additional background question on the page. The **Message Text** field displays the text from the Message Catalog for the selected message number. The delivered message set number and message number when collecting additional background information are set as the defaults. The text of this message may be changed using the Message Catalog.

Ethnic Groups to Display
Enter ethnic group codes to appear in the Background Information grid as available choices. Only ethnic group codes selected here will be included in the **Background** prompt in the Self Service Ethnicity Page Background Information grid.

**Note.** If you choose to collect additional background information, the values selected to be displayed in self service should include at least one additional ethnic group for each of the racial categories, beyond what is selected in the Answer Mapping region for each racial category. In addition, it is recommended that you provide an ‘Other’ option for each racial category, such as Asian–Other, American Indian or Alaska Native–Other, and so on. This will provide the self-service user with a choice beyond those specific ethnic groups you have selected to display.

Ethnicity Page Edit Control

**Display Only**
Select this check box to indicate whether this page should be open for editing or appear as display-only information.

**Display Only Text**
If you select the **Display Only** check box, enter the **Message Set Number** and **Message Number** to appear on the page when the page is unavailable for editing. The **Message Text** field displays the text from the Message Catalog for the selected message number. The delivered message set number and message number that will be used when the page is Display Only are set as the defaults. The text of this message may be changed using the Message Catalog.

### Using Self-Service Personal Attributes Data
This section discusses the new Ethnicity self-service page.

**See Also**

*PeopleSoft Enterprise Campus Self Service 9.0 PeopleBook,* “Using Self-Service Campus Personal Information”

### Pages Used for Self-Service Personal Attributes

<table>
<thead>
<tr>
<th>Page Name</th>
<th>Object Name</th>
<th>Navigation</th>
<th>Usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethnicity</td>
<td>SS_CC_ETHNICITY_US</td>
<td>Students, staff, and faculty identify their ethnicity and enter details about their racial background.</td>
<td></td>
</tr>
<tr>
<td>-----------</td>
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<td>• Self Service,</td>
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<td></td>
<td>Student Center,</td>
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<td></td>
<td>[Demographic</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Data link, Ethnicity]</td>
<td></td>
<td></td>
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<td></td>
<td>• Self Service,</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Faculty Center,</td>
<td></td>
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<td></td>
<td>[View Personal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Data Summary</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>link, [Demographic</td>
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<td>Data link, Ethnicity</td>
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<td></td>
<td>Campus Personal Information,</td>
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<tr>
<td></td>
<td>[Personal Data</td>
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<td>Summary link,</td>
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<td>Data link, Ethnicity</td>
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<td>tab]</td>
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</tr>
</tbody>
</table>

| Self Service Help | SS_CC_ETH_HELP_PG | Click the Explain link on the Ethnicity page. Students, staff, and faculty review ethnicity definitions from the National Center for Education Statistics (NCES) website. |
Entering Ethnicity Data

Access the Ethnicity self-service page.

Ethnicity

There are certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, students are invited to voluntarily self-identify their race or ethnicity.

The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations. When reported, data will be aggregated and will not identify any specific individual.

1) Are you Hispanic or Latino?
   - Yes, I am Hispanic or Latino
   - No, I am not Hispanic or Latino

2) What is your race? Select one or more.
   - American Indian or Alaska Native
   - Asian
   - Black or African American
   - Native Hawaiian or Other Pacific Islander
   - White

(Optional) Which best describes your background? Select one or more.

<table>
<thead>
<tr>
<th>Background</th>
<th>Primary</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Japanese</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Add Background Info

The information is correct as entered.

Submit
Ethnicity self-service page, display only

The appearance of this page changes, based on the settings defined on the Self Service Ethnicity Setup page. If the page is set up as display only, students and faculty are only able to see their ethnicity data on file in the system; they cannot add or update it through Campus Self Service.

Ethnicity questions are asked in two parts. First, self-service users may indicate whether they are or are not of Hispanic or Latino origin. Second, users may indicate their race. Users can click the Explain link to access the Self Service Help page that describes the way to answer the two questions, based on information from the NCES website: [http://nces.ed.gov/statprog/2002/std1_5.asp](http://nces.ed.gov/statprog/2002/std1_5.asp)

When a self-service user answers Question 1, the system inserts a value matching the Self Service Ethnicity Setup Answer Mapping for the respective answer into the Ethnicity records.

When a self service user answers Question 2, the system inserts values matching the Self Service Ethnicity Setup Answer Mapping for the respective answers into the Ethnicity records. For example, if the user selects Asian and ‘Asian’ is the ethnic group mapped to that answer on the Self Service Ethnicity Setup Answer, a row for Asian will be inserted into the ethnicity tables.

The Background Information grid only appears if you have set it up in the Additional Background Information section of the Self Service Ethnicity Setup page.

When collecting additional background information, the values that you selected in the Answer Mapping section of the Self Service Ethnicity Setup do not appear in the Background prompt. The values that do appear have been selected in the Ethnic Groups to Display on the Self Service Ethnicity Setup Group page and match the self-service user’s answers to the questions.

For example, when the user selects ‘Yes, I am Hispanic or Latino’ and also selects the American Indian or Alaska Native checkbox, only those active, current ethnic groups selected in Ethnic Groups to Display on the Self Service Ethnicity Setup that map to Hispanic or American Indian EEO Ethnic Groups will display in the Background prompt.

Finally, users must click the **The Information is correct as entered** check box to confirm their selections and Submit their information. Even if users choose not to answer the questions, they will be prompted to select **The Information correct as entered** to indicate that they have reviewed the survey questions.

The IPEDS Ethnicity survey questions are optional. If a self-service user does not wish to divulge the information, they may simply leave the questions unanswered and select the **The Information is correct as entered** check box then select Submit.

A detailed technical red paper, including data examples, is available on Oracle’s Metalink3 website.
See Also

Managing Relationships Data
This section discusses changes to relationship functionality.

You can now create the same relationship between the same two people on the Relationships page. The system validates the **Effective Date** and **Status** of the relationships. As long as the new relationship is not concurrent with the existing, the system does not return an error, allowing you to track remarriages, for example.

See Also
*PeopleSoft Enterprise Campus Community Fundamentals 9.0 PeopleBook, “Managing Biographical Information,” Managing Relationships Data*

Managing Personal Attributes Information
This section discusses changes to the Student Data AUS page.

See Also
*PeopleSoft Enterprise Campus Community Fundamentals 9.0 PeopleBook, “Managing Biographical Information,” Managing Personal Attributes Information*
(AUS) Entering Student Data

Access the Student Data AUS page (Campus Community, Personal Information (Student), Biographical (Student), Personal Attributes, Student Data AUS).

**Student Data AUS**

All labels that include the word “DEST” have been renamed to “DEEWR.”

The following fields are added to this page:

**Gender Parent/Guardian 1**  Select the gender for the first parent or guardian.
## Highest Education Parent/Guardian 1
Specify the highest level of education attained by the parent or guardian. The values presented in this prompt are restricted to those applicable to the gender specified for parent/guardian 1.

## Gender Parent/Guardian 2
Select the gender for the second parent or guardian.

## Highest Education Parent/Guardian 2
Specify the highest level of education attained by the parent or guardian. The values presented in this prompt are restricted to those applicable to the gender specified for parent/guardian 2.

The following table provides more information about fields on this page:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEEWR Year Arrival Code</strong></td>
<td>Enter the year that a student, who was not born in Australia, entered Australia. This value is reported in element 347.</td>
</tr>
<tr>
<td><strong>Language Spoken at Home</strong></td>
<td>Enter the appropriate code to indicate the use of a language other than English at the student's permanent home residence. The drop-down list includes any PeopleSoft-defined language codes. The DEEWR Enrollment Extract process maps your selection to the numeric DEEWR language code. This value is reported in element 346.</td>
</tr>
<tr>
<td><strong>DEEWR Permanent Resident Code</strong></td>
<td>Select the value for reporting in element 390 – Permanent Resident Eligibility for HELP Assistance.</td>
</tr>
<tr>
<td><strong>DEEWR Education Participation Details</strong></td>
<td>Record the status and the last year applicable to each level of education the student has participated in. This data is used to determine the value for elements 493 and 572 if the student is deemed to be a domestic commencing student.</td>
</tr>
<tr>
<td><strong>Commencing Location</strong></td>
<td>Enter the Australian postcode of a student's permanent home residence in their last year of secondary school. This value is reported in element 476 if the student is deemed to be a domestic school leaver commencing an undergraduate course.</td>
</tr>
</tbody>
</table>

**Note.** This element is reported as blank in files for the 2009 reporting year and later. It is required for pre-2009 reporting periods, including revisions to those reporting periods.

**See Also**

*PeopleSoft Enterprise Student Records 9.0 PeopleBook, “(AUS) Setting Up DEEWR Reporting,” Setting Up DEEWR Reporting Codes*
<table>
<thead>
<tr>
<th>Name of Suburb/Town/Locality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enter the name of the suburb, town, or locality applicable to the permanent residence of the student in their last year of secondary schooling. This value is reported in element 486 if the student is deemed to be a domestic school leaver commencing an undergraduate course.</td>
</tr>
</tbody>
</table>