UGRR Admin Functionality

An admin user can login into Zones and will be able to see the following links:





Undergraduate Resource Reporting Program

Prepare and approve resources for Undegraduate Reporting Resource Program

The Undergraduate Resource Reporting Permissions link will open a page containing a list of assign permissions for preparers from where he can update permissions and/or delete users (under the Existing Permissions tab):

UGRR Preparer Permissions

Sign Out

Please assign the users that can prepare and submit Undergraduate Resource Reporting Forms for your department(s).

Existing Permissions

Add New User

Expand All Collapse All

- Acevedo, Maribel
- Goto, Lisa
- Height, Andrew

Programs

Admissions

□ADMS - FACEBOOK APP MENT

□ADMS - YouTube Ambassador Award

Update Permisions

Delete User

or add new users based on UCSB Net ID and assign permissions for the new user (under Add New User tab):

UGRR Preparer Permissions

Sign Out

Please assign the users that can prepare and submit Undergraduate Resource Reporting Forms for your department(s). Add New User Existing Permissions **UCSB Net ID Programs** □Admissions □ADMS - FACEBOOK APP MENT □ADMS - YouTube Ambassador Award Add New User

Please note that in order to view the new added changes to permissions or add new users, the user must log out and log back into Zones.

The Undergraduate Reporting Program link will open a page where the admin user will be able to see a list of assign permissions for preparers and a list of UGRR programs that have been submitted by their department:

Approve or Deny award aid per student

← Return to Zones

The admin user can open any authorized form and choose to approve or deny each student contained in that form. Once the is approved students will be marked with green and if the student is denied will be marked with red:

UGRR Form



Resource Title (Account String)

Form Number

Award Id

Status

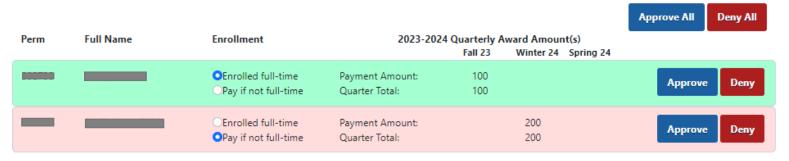
ADMS - YouTube Ambassado (784000-19931-5-7216)

ADMS-2023-1-20

D593

Authorized

Students



Comments

-

Prepared By

Prepared Date

Authorized By

Authorized Date

Roman, Adriana

7/21/2023

Roman, Adriana

7/21/2023

Notes

No notes addded.

Add Note

Back

Reject

Process

← Return to Zones