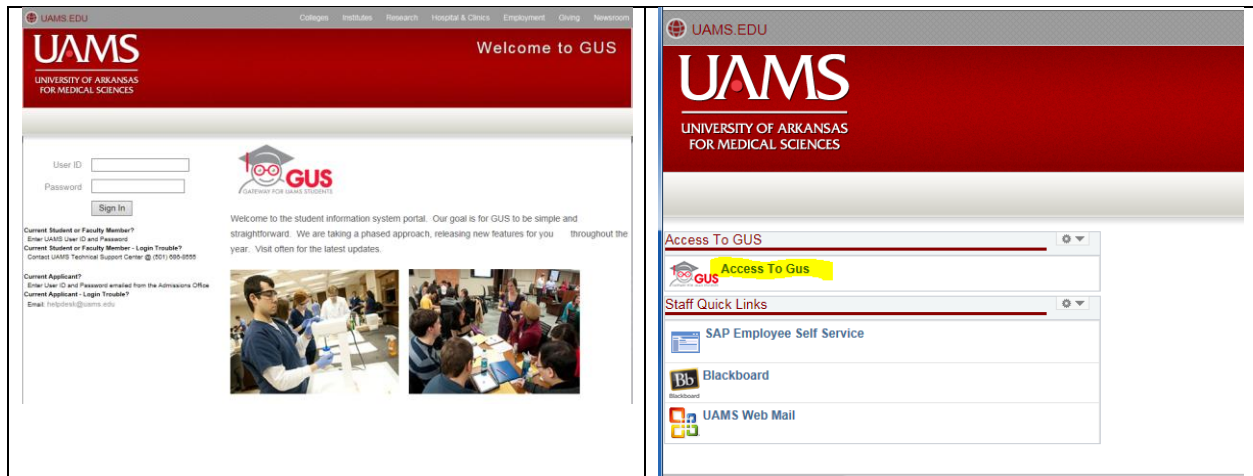


GUS Training for Program Directors

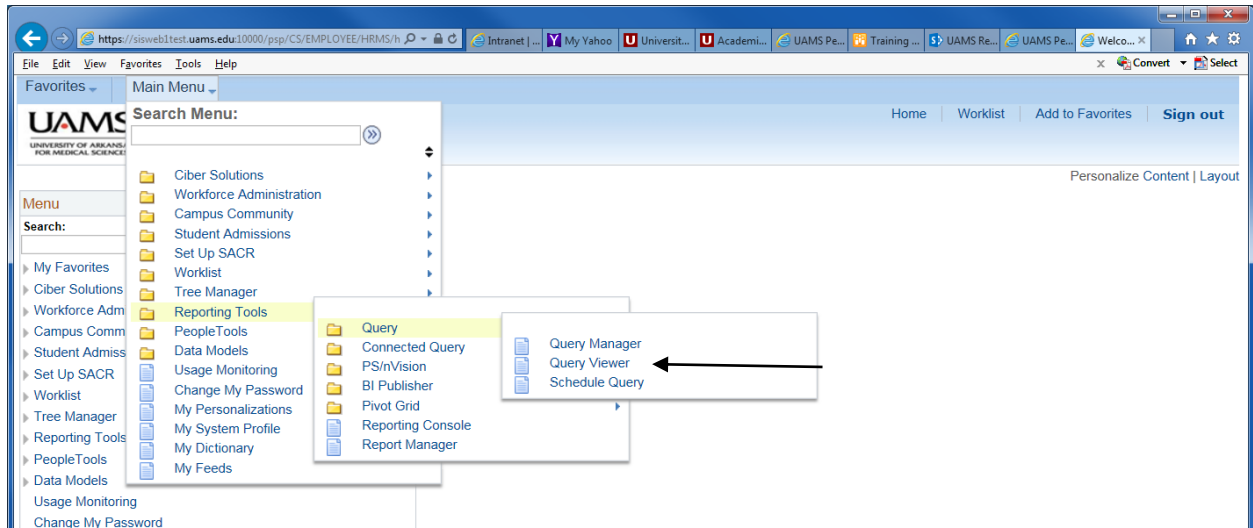
Log into gus.uams.edu (this is the LIVE / PRODUCTION database)

Use your UAMS network ID and password



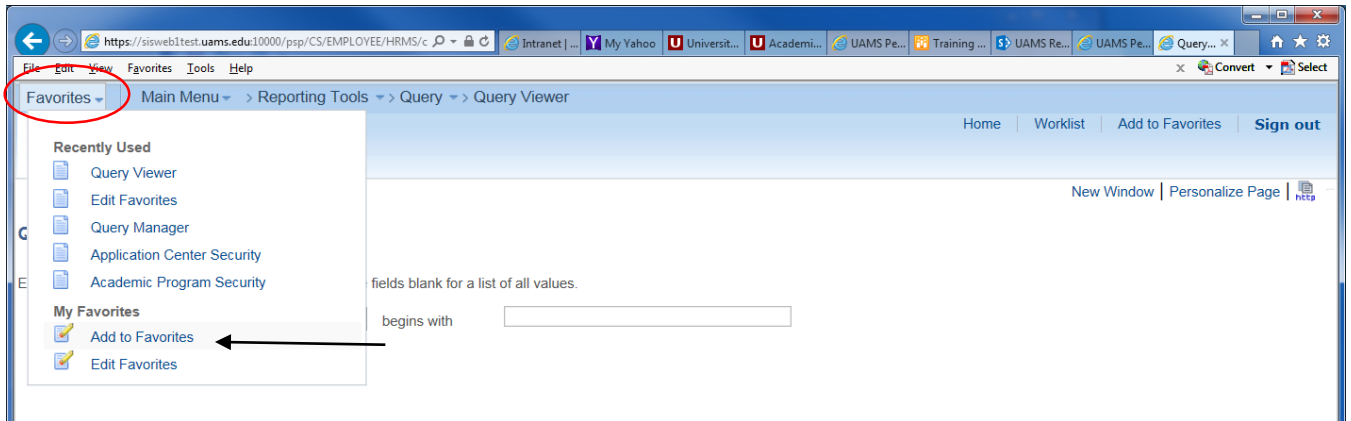
Use the drop down menu to navigate to Query Viewer

- Main Menu -> Reporting Tools -> Query -> Query Viewer



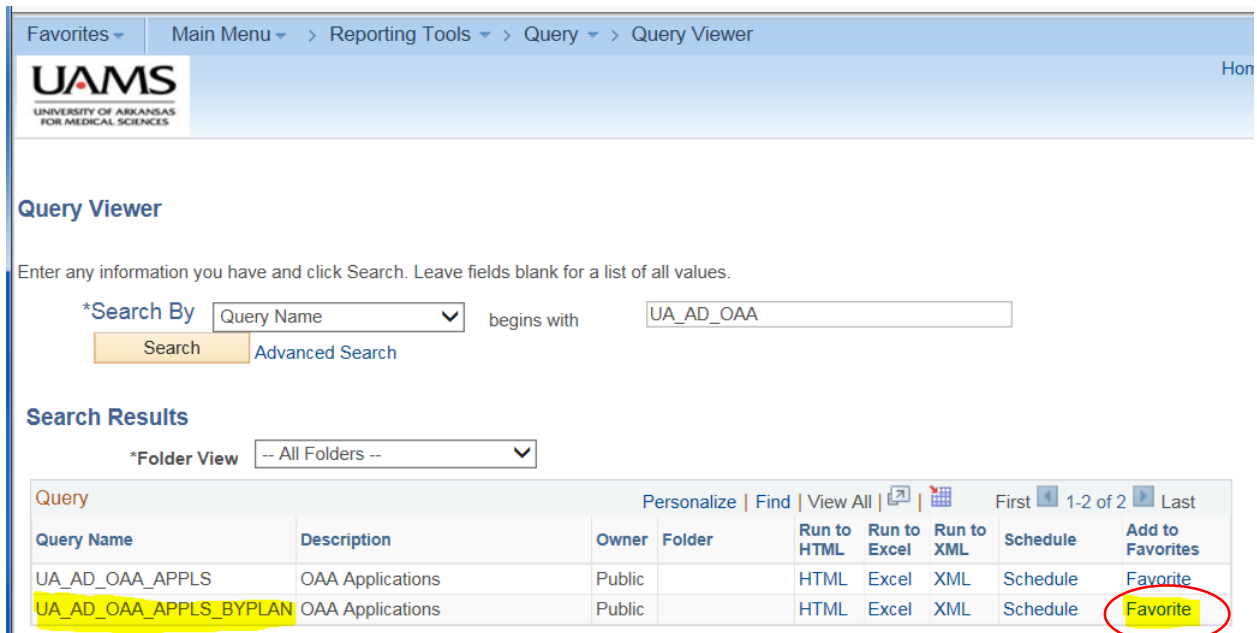
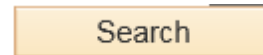
Add Query Viewer to your Favorites

- Navigate to Query Viewer -> Click on Favorites -> Add to Favorites



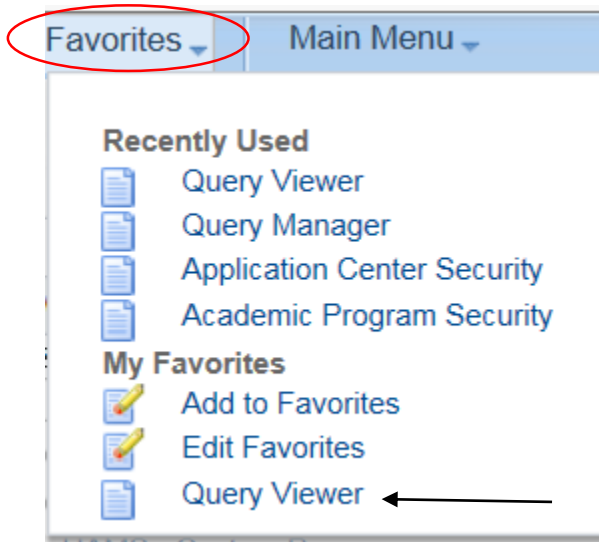
Search for Query UA_AD_OAA

- Type **UA_AD_OAA** in search Box then click Search Button



- Select the query **UA_AD_OAA_APPLS_BYPLAN**
- Click on **Favorite** to add this query to your **Favorites**

The next time you log in, you will Click on Favorites, Choose Query Viewer, then run the query **UA_AD_OAA_APPLS_BYPLAN** from your favorite queries



Query Viewer

Enter any information you have and click Search. Leave fields blank for a list of all values.

*Search By begins with

[Advanced Search](#)

My Favorite Queries Personalize | Find | | | First 1 of 1 Last

Query Name	Description	Owner	Folder	Run to HTML	Run to Excel	Run to HTML	Schedule	Remove
UA_AD_OAA_APPLS_BYPLAN	OAA Applications	Public		HTML	Excel	XML	Schedule	<input type="button" value="-"/>

These are the prompts you will have to complete for each of the plan reports you wish to create

Click on the Magnifying glass for a list of values

UA_AD_OAA_APPLS_BYPLAN - OAA Applications

Institution:

Career:

Acad Prog:

Acad Plan:

TemporaryID	Staging Status	StagingDate	Last	First Name	Birthdate	Appl Ctr	Descr	Admit Term	Acad Prog	Acad Plan	Days Since Applied	ID Career	Career Nbr	Appl Nbr	Prog Nbr	Career
-------------	----------------	-------------	------	------------	-----------	----------	-------	------------	-----------	-----------	--------------------	-----------	------------	----------	----------	--------

You can click on the Description Title to sort the **Plan** descriptions alphabetically

Search by: Academic Plan begins with

Look Up Cancel Advanced Lookup

Search Results

View 100 First 1-94 of 94 Last

Academic Plan	Description	Academic Plan Type	Academic Program	Academic Career
ABA-BSN	Nursing ABA-BSN	Specialztn	CONU	(blank)
ABI-CERT	Auditory Based Int CERT	Specialztn	GRAD	(blank)
ACPN-MNSC	Acute Care Pediatric NP MNSc	Specialztn	CONG	(blank)
AGAC-MNSC	Adult Ger Acute Care NP MNSc	Specialztn	CONG	(blank)
AGPC-MNSC	Adult Ger Pri Care NP MNSc	Specialztn	CONG	(blank)
AUBI-CERT	Auditory Based Int CERT	Specialztn	CHPG	(blank)
AUD-AUD	Audiology AUD	Specialztn	CHPP	(blank)
BINFO-ND	Bioinformatics Non-Degree	Specialztn	GRADN	(blank)
BIOC-MS	Biochemistry and Mol Bio MS	Specialztn	GRAD	(blank)
BIOC-PHD	Biochemistry and Mol Bio PhD	Specialztn	GRAD	(blank)
BSN-PHD	Nursing Science BSN-PHD	Specialztn	GRAD	(blank)
CEPH-CERT	Comm Engaged Pub Health CERT	Specialztn	COPHG	(blank)
CHP-ND	Coll Health Profess Non-Degree	Specialztn	CHPN	(blank)
CHPG-ND	Coll Hlth Prof Grad Non-Degree	Specialztn	CHPGN	(blank)
COM-MD	Medicine MD	Specialztn	COM	(blank)

When you run the query it will open a new browser window

UA_AD_OAA_APPLS_BYPLAN - OAA Applications

Institution: UAMS1
 Career: GRAD
 Acad Prog: GRADN
 Acad Plan: GS-ND

View Results

Download results in : Excel Spreadsheet CSV Text File XML File (1 kb)

View All First 1-1 of 1 Last

TemporaryID	Staging Status	StagingDate	Last	First Name	Birthdate	Appl Ctr	Descr	Admit Term	Acad Prog	Acad Plan	Days Since Applied	ID	Career	Career Nbr	Appl Nbr	Prog Nbr	Career
1	307 New ID Created	07/06/2015	Cross	Chris	01/01/1990	GRAD	Fall 2016	2169	GRADN	GS-ND	6	3037609	GRAD		00025049		GRAD

Application Number is a hyperlink that goes to the Application Data

GUS Data

- Bio/Demo
- Addresses
- Ethnicity (Regional)
- Application Program Data
- **Application Data**
 - Attached Application PDF
 - Letters of Recommendation (if uploaded)
 - Other uploaded documents
 - Transcripts

At the bottom of the page,

- Transfer to: Education

View prior education

Favorites ▾ Main Menu ▾ > Reporting Tools ▾ > Query ▾ > Query Viewer ▾ > Maintain Applications

UAMS
UNIVERSITY OF ARKANSAS
FOR MEDICAL SCIENCES

Biographical Details | Addresses | Regional | Application Program Data | **Application Data** | Application School/Recruiting ▶

Chris Cross 3037609
Academic Institution: UAMS
Academic Career: Graduate Application Number: 00025049

Application Data

*Application Center: GRAD Grad Schl *Admit Type: APP Applicant
*Application Date: 06/24/2015 Academic Level:
*Created On: 06/24/2015 *Notification Plan: Regular
 Prior Application Application Method: OAA
 Previous Attendance From Date:
 Graduated early? To Date:
 Not Currently Attending School
 Electronic Signature
 Criminal Conviction

Additional Information

Housing Interest: Off Campus Financial Aid Interest

File Information **Application Fee Information**

Complete: Date: External Application Nbr: 00001973 Status: Pending Calculate Application Fees
Fee Type: Standard Transaction Summary
Display Errors / Warnings

File Attachments Personalize | Find | View All | First 1 of 1 Last

Attached File	Description	View
Completed_Application_Detail_for_Application_Id_00001973.pdf	Completed Application	View

Transfer To: Education