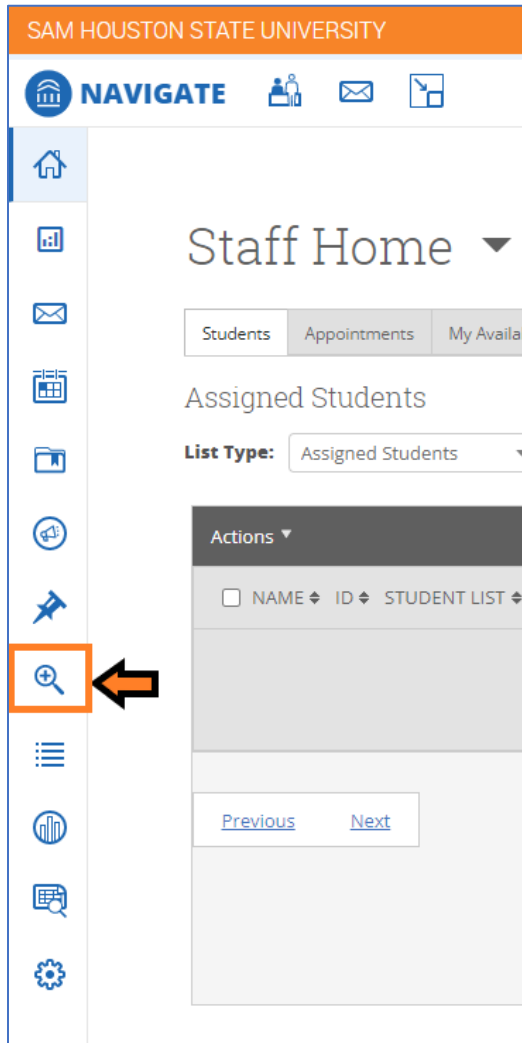



ADVANCED SEARCH

Advanced Search is a function in Campus Connect that allows users to create unique sets of students based on specific search parameters.



Users can access the Advanced Search feature by navigating to the  icon on the left-hand menu.

NOTE: Students do not have the Advanced Search option. Be sure to toggle to Staff or Professor Homepage to view full left-hand menu.

Users can refine their search by selecting filters from the expandable “drawers.”

Use the gray text to determine what filters are contained in each drawer.

Click the dropdown arrow on the right to expand each drawer and select filters.

SAM HOUSTON STATE UNIVERSITY

NAVIGATE

Quick Search

Search

New Search

Saved Searches

Keywords (First Name, Last Name, E-mail, Student ID)?

Type? Students

Student Information First Name, Last Name, Student ID, Category, Tag, Gender, Race or Ethnicity, Student List

Enrollment History Enrollment Terms

Area of Study College/School, Degree, Concentration, Major

Term Data Classification, Section Tag, Term GPA

Performance Data GPA, Hours, Credits

Course Data Course, Section, Status

Success Indicators Predicted Support Level, Success Markers





Search


Include Inactive My Students Only

Click on any of the dropdown arrows to expand the drawer and select filters.

Use the gray text to determine what filters are contained in each drawer.

SAM HOUSTON STATE UNIVERSITY

NAVIGATE    Quick Search 

Search 

New Search

Saved Searches ▾

Keywords (First Name, Last Name, E-mail, Student ID)?

Type?

Student Information First Name, Last Name, Student ID, Category, Tag, Gender, Race or Ethnicity, Student List

First Name?

Last Name?

From Last Name?

To Last Name?

Student ID?

Gender

Race or Ethnicity

Student List (In Any of These)

Transfer Student

E-mail(s)

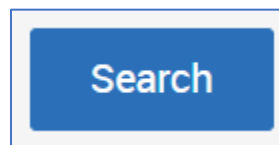
Category (In Any of these)?

Tag (In Any of these)?

Enrollment History Enrollment Terms

Select the appropriate filters for the unique students queried in the advanced search. *(Ex. Female, Hispanic students who are also First-Generation students)*

Once all filters are selected, click the Search button.



Results will be displayed in alphabetical order with 100 results per page.
 Total results will be displayed in the bottom right-hand corner.

SAM HOUSTON STATE UNIVERSITY

NAVIGATE Quick Search

Search

Unsaved Student Search Save

Gender: Female x Race or Ethnicity: Hispanic x Category: First Generation (FIRSTGEN) x

Search Modify Search

Actions ▾

<input type="checkbox"/>	NAME	FIRST NAME	LAST NAME	STUDENT ID	MAJOR	PREDICTED SUPPORT LEVEL	CLASSIFICATION	CATEGORY	COLLEGE	DEGREE	ENROLLED	EMAIL	GENDER	RACE OR ETHNICITY
1. <input type="checkbox"/>	Al Yanaila						Junior	Catalog: 2021-2022,First Generation,Minor: Human Services,Pell Eligibility,Resignations/Withdrawals: Summer 2022	Humanities and Social Sciences	Bachelor of Science	Yes		FEMALE	Hispanic
2. <input type="checkbox"/>	Al Priscilla						Freshman	Attribute: Acad Recovery Susp.,Catalog: 2020-2021,First Generation,Minor: Entrepreneurship,Suspended	Business Administration	Bachelor of Business Admin	Yes		FEMALE	Hispanic
3. <input type="checkbox"/>	Al Dulce							Catalog: 2022-2023,First Generation,Hold: Advisement (Fall Term),Hold: Advisement - See Advisor,Hold: Pre-Registration Notices,Hold: TSI Required			No		FEMALE	Hispanic
								Catalog: 2020-2021,First						

[Previous](#)
1
2
3
4
5
...
58
[Next](#)

5705 total results

Search

Unsaved Student Search Save

Gender: Female x Race or Ethnicity: Hispanic x Category: First Generation (FIRSTGEN) x

Search Modify Search

Actions ▾

100 items on this page are selected. [Select all 5705 items.](#)

NAME ↕ FIRST NAME ↕ LAST NAME ↕ STUDENT ID ↕ MAJOR ↕ PREDICTED SUPPORT LEVEL ↕ CLASSIFICATION ↕ CATEGORY ↕ COLLEGE

Click the checkbox to the left of the NAME field to select students:

Note: Only the first 100 results are selected to select all items, click the [blue text](#) to select all.

Actions ▲

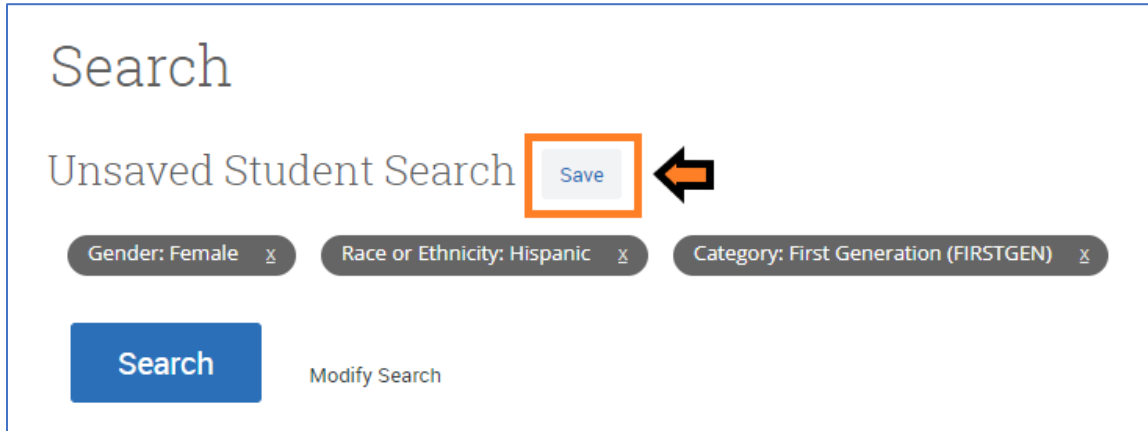
- Send a Message to Student
- Create Ad hoc Appointment Summary
- Appointment Campaign
- Schedule Appointment
- Tag
- Note
- Mass Print
- Issue Alert
- Add to Student List
- Show/Hide Columns
- Export Results

[Previous](#) 1 2 3 4

The Actions menu allows you to export results to Excel, message students, or create student list from results.

Users can save searches to run later with pre-configured filters or save students into a student list.

Note: Student Lists are static and will not change even if student information changes. Saved Searches are dynamic and change as students fall in and out of the search criteria.



The screenshot shows a search interface with the following elements:

- Header: "Search"
- Text: "Unsaved Student Search"
- Buttons: "Save" (highlighted with an orange box and an arrow pointing to it), "Search" (blue button), and "Modify Search" (text link).
- Filters: Three filter tags are displayed: "Gender: Female" with a close icon (x), "Race or Ethnicity: Hispanic" with a close icon (x), and "Category: First Generation (FIRSTGEN)" with a close icon (x).

Questions? Contact us
campusconnect@shsu.edu