

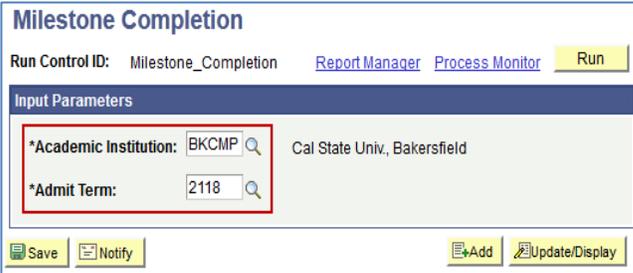
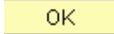


CSU Milestone Completion

After grades are posted, you can the CSU Milestone Completion process to identify students, who completed their remediation requirements by:

- Successfully completing the identified courses or
- Through transfer credit received from another institution

The process updates milestones and holds (service Indicators) based on the successful completion of the required courses for that milestone level. Students, who do not complete their remediation requirements, have EPT / ELM holds (service indicators) placed on their records. These holds indicate the student did not meet their remediation requirements in the one-year period required by EO 665.

1.	Navigate to CSU SA Baseline > CSU Student Records > Remediation > Process > Milestone Completion	
2.	<p>On the Find an Existing Value page, enter your search criteria to retrieve the desired Run Control ID and click Search.</p> <p>If this is your first time running this process, perform the following tasks:</p> <ul style="list-style-type: none"> • Click the Add a New Value tab • Enter a name for your Run Control ID, ie <i>Milestone_Completion</i> • Click the Add button. 	
3.	<p>When the Milestone Completion page appears, enter the following information:</p> <ul style="list-style-type: none"> • In the Academic Institution, enter <i>BKCOMP</i> or select it using the  icon, • In the Admit Term, enter the term you desire, i.e. <i>2088</i>, or select it using the  icon. • Click  • Click  	
4.	<p>On the Process Scheduler Request page, change the Server Name to <i>PSUNX</i> and click the  button.</p>	
5.	<p>When the Milestone Completion page reappears, click the Process Monitor link.</p>	



- When the **Process Monitor** page opens,
 - Click **Refresh**, until the **Run Status** is *Success* and the **Distribution Status** is *Posted*.
 - Click **Details**.

The screenshot shows the 'Process Monitor' interface. At the top, there are tabs for 'Process List' and 'Server List'. Below this is a search area with fields for 'User ID' (000045019), 'Type', 'Last' (1 Days), and a 'Refresh' button. There are also fields for 'Server', 'Name', and 'Instance'. A 'Save On Refresh' checkbox is checked. Below the search area is a table with columns: Select, Instance, Seq, Process Type, Process Name, User, Run Date/Time, Run Status, Distribution Status, and Details. Three rows are visible, with the last row (Instance 479994) highlighted in yellow.

Select	Instance	Seq	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
<input type="checkbox"/>	479996		Application Engine	CSU_REM_06	000045019	12/20/2011 3:38:19PM PST	Success	Posted	Details
<input type="checkbox"/>	479995		Application Engine	CSU_REM_05	000045019	12/20/2011 3:05:11PM PST	Success	Posted	Details
<input type="checkbox"/>	479994		Application Engine	SSR_TSRPT_PR	000045019	12/20/2011 2:36:19PM PST	Success	Posted	Details

- On the **Process Details** page, click **Message Log**.

The screenshot shows the 'Process Details' page for instance 479995. It displays the following information:

- Instance:** 479995
- Name:** CSU_REM_05
- Type:** Application Engine
- Description:** Milestone Completion
- Run Status:** Success
- Distribution Status:** Posted

Below this, there are sections for 'Run' and 'Update Process'. The 'Run' section shows 'Run Control ID: Milestone_Completion', 'Location: Server', 'Server: PSUNIX', and 'Recurrence:'. The 'Update Process' section has radio buttons for 'Hold Request', 'Queue Request', 'Cancel Request', 'Delete Request', and 'Restart Request'. At the bottom, there is a 'Date/Time' section with 'Request Created On: 12/20/2011 3:07:25PM PST', 'Run Anytime After: 12/20/2011 3:05:11PM PST', 'Began Process At: 12/20/2011 3:07:59PM PST', and 'Ended Process At: 12/20/2011 3:49:35PM PST'. There are also links for 'Parameters', 'Transfer', 'Message Log', 'Batch Timings', and 'View Locks'.

- On the **Message Log** page, note the:
 - Records Read,
 - Milestones Updated for EPT and ELM,
 - Service Indicators Updated for EPT and ELM

The screenshot shows the 'Message Log' page with a table of log entries. The table has columns for Severity, Log Time, Message Text, and Explain. The following entries are visible:

Severity	Log Time	Message Text	Explain
10	3:08:08PM	Start: 2011-12-20 03:08:08 PM	Explain
10	3:49:23PM	Records Read: 1396	Explain
10	3:49:23PM	Milestone Upd: 70	Explain
10	3:49:23PM	-- EPT Upd: 20	Explain
10	3:49:23PM	-- ELM Upd: 50	Explain
10	3:49:23PM	Srvic Ind Upd: 70	Explain
10	3:49:23PM	-- EPT Upd: 20	Explain
10	3:49:23PM	-- ELM Upd: 50	Explain
10	3:49:23PM	End: 2011-12-20 03:49:23 PM	Explain
10	3:49:39PM	Published message with ID 47e37442-2b65-9d77fe501abf5 to create entry in folder GENE	Explain

- To return to the CSU Milestone page,
 - Click the **Return** button
 - Click the **OK** button
 - Click **Go back to CSU Milestone Completion**