(AUS) Managing Tertiary Admissions Centre Data Loads

Understanding TAC Data Load Processing

The TACs are the central offices that receive and process applications for admission to participating universities. PeopleSoft Campus Solutions supports the following TAC files:

- Queensland Tertiary Admission Center (QTAC)
- South Australia Tertiary Admission Center (SATAC)
- Victoria Tertiary Admission Center (VTAC)
- ACT and New South Wales Universities Admissions Centre (UAC)

As part of the processing of the student applications, the TACs send electronic offer details to the institutions. PeopleSoft Campus Solutions enables you to upload these offer details.

Preparing for TAC Processing

Before you can process and upload the TAC data loads, you must prepare your system with a variety of setup data, primarily mapping data rules for your institution that coincide with each TAC load that you process.

The following table lists the required setup tasks that must be completed before you import TAC files:

Task	*Required for QTAC*	*Required for UAC*	*Required for SATAC*	*Required for VTAC*
1. Set up TAC test IDs.	Yes	Yes	Yes	Yes
2. Assign user security to TAC test IDs.	Yes	Yes	Yes	Yes
3. Map TAC test IDs to PeopleSoft test codes.	Yes	Yes	Yes	Yes
4. Set up TAC program codes.	Yes	Yes	Yes	Yes
5. Set up TAC program code mapping.	Yes	Yes	Yes	Yes

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Task	*Required for QTAC*	*Required for UAC*	*Required for SATAC*	*Required for VTAC*
6. Set up DEST (DIISRTE) number mapping.	Yes	Yes	No	No
7. Set up country code mapping.	Yes	Yes	Yes	Yes
8. Set up state code mapping.	Yes	Yes	Yes	Yes
9. Set up external organizations associated with the qualifications that you want to load.	Yes	Yes	Yes	Yes
10. Define TAC subjects.	Yes	Yes	No	Yes
11. Map year 12 types to external organizations.	Yes	No	No	No
12. Map TAC external institutions to external organizations.	No	No	No	Yes
13. Map origin of qualification values to external organizations.	Yes	No	No	No
14. Map subject codes to external organizations.	Yes	Yes	No	Yes
15. Set up qualification level mapping.	Yes	Yes	No	Yes
16. Set up name prefix mapping.	Yes	Yes	Yes	Yes
17. Add program action reason code for basis of admission mapping.	Yes	Yes	Yes	Yes
18. Map basis of admission values.	Yes	Yes	Yes	No
19. Map admit type values.	No	No	Yes	No
20. Define citizenship mapping rules.	Yes	Yes	Yes	Yes
21. Set up ethnicity mapping.	No	Yes	No	Yes

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Task	Required for QTAC	Required for UAC	Required for SATAC	Required for VTAC
22. Set up DIISRTE Language Code Mapping.	Yes	Yes	No	Yes
23. Offer Period Mapping	Yes	No	No	No
24. Honors Category Map	Yes	No	No	No

Pages Used to Prepare for TAC Processing

Page Name	Definition Name	Navigation	Usage
Test Tables	SA_TEST_TABLE	Set Up SACR > Product Related > Recruiting and Admissions > External Test Scores > Test Tables	Set up TAC test IDs, such as QTAC, VTAC, SATAC, and UAC.
Test ID Security	SAD_TEST_SCTY	Set Up SACR > Security > Secure Student Administration > User ID > Test ID Security	Assign the TAC test IDs that a user can access. The system enforces test ID security in several components throughout the system.
External Test Score Mapping	SAD_TEST_SETUP	Set Up SACR > Product Related > Recruiting and Admissions > External Test Scores > External Test Score Mapping	Map TAC test IDs to suspense and candidate data records. Map the TAC test IDs you defined on the Test Table page to the Oracle-delivered test code. The system needs this setup to perform a variety of external test-related functions. The PeopleSoft system delivers the following test codes for use with TAC: QTC, STC, UAC, and VTC.
Program Code Table	SSR_PRG_CD_TBL	Set Up SACR > Foundation Tables > Reporting Codes > Program Code Table AUS	Define the TAC program codes to which the applicants will apply through a TAC or TACs.
Acad Prog AUS	SSR_ACAD_PROG_AUS	Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Acad Prog AUS	Map TAC program information to academic programs.
DEST Number Map	SAD_TAC_MAP_DEST	Set Up SACR > Product Related > Recruiting and Admissions > TAC > DEST Number Map	Associate a fact code to a DEST (DIISRTE) reference number for the cases where a fact code relates to DIISRTE Highest Education Attainment information.

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Page Name	***Definition Name***	***Navigation***	***Usage***
Country Map	SAD_TAC_MAP_CNT	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Country Map	Map TAC country codes to the PeopleSoft equivalent country field.
State Code Map	SAD_TAC_MAP_ST	Set Up SACR > Product Related > Recruiting and Admissions > TAC > State Code Map	Map TAC state codes to the PeopleSoft equivalent state field.
Organization Table	EXT_ORG_TABLE	Campus Community > Organization > Create/ Maintain Organizations > Organization Table > Organization Table	Enter external organizations codes into the system for posting applicants' external education data and the last school attended. Education data may include an applicant's qualifications.
School Subject Maintenance	SCHOOL_SUBJECTS	Campus Community > Organization > Create/ Maintain Organizations > School Subject Maintenance	Define academic subjects for the external organizations.
External Organization Map	SAD_TAC_MAP_EXT	Set Up SACR > Product Related > Recruiting and Admissions > TAC > External Organization Map	Map year 12 types, TAC external institutions, origin of qualification values, and subject codes to the external organizations.
Qualification Level Map	SAD_TAC_MAP_QUAL	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Qualification Level Map	Map TAC qualification level codes to PeopleSoft external academic level codes.
Name Prefix Map	SAD_TAC_MAP_PFX	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Name Prefix Map	Map TAC prefixes (MR, MISS, and MS) to general system name prefixes.
Program Action Reason Table	PROG_RSN_TBL	Set Up SACR > Product Related > Student Records > Program Action > Program Action Reason Table	Add program action reasons for the program action of *Admit.* The TAC Load process assigns these program action reasons to applicants based on the Basis of Admission mapping.
Basis of Admission Map	SAD_TAC_MAP_BOA	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Basis of Admission Map	Map *Admit* program action reasons to the Basis of Admission codes provided by the TAC.
Admit Type Map	SAD_TAC_MAP_ADM	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Admit Type Map	Associate admit types with basis of admission values.

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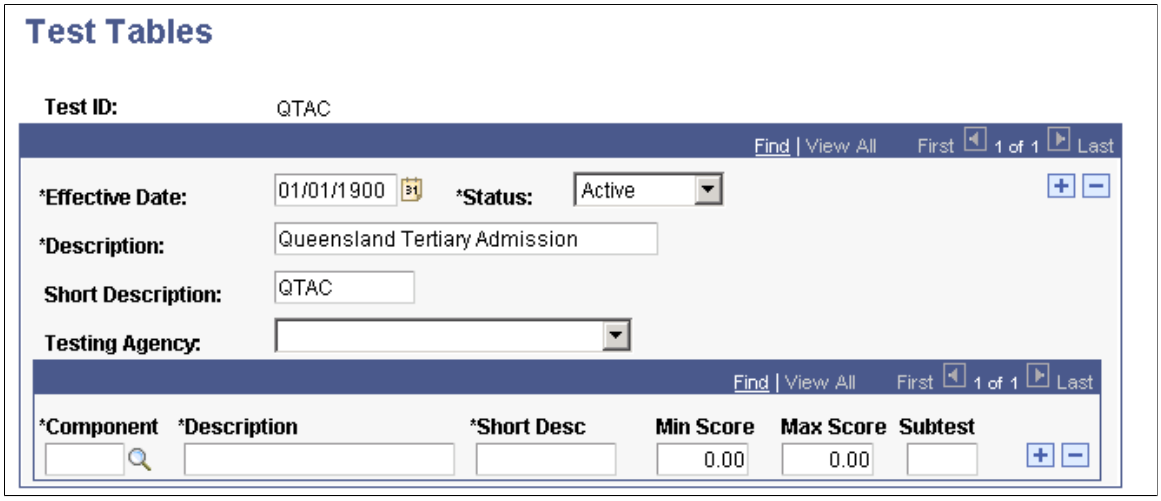
Page Name	Definition Name	Navigation	Usage
Citizenship Map	SAD_TAC_MAP_CIT	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Citizenship Map	Map TAC citizenship codes to the citizenship statuses set up for the country AUS and residency codes.
Ethnicity Map	SAD_ETHNICITY_MAP	Set Up SACR > Product Related > Recruiting and Admissions > External Test Scores > Ethnicity Mapping	Map the DIISRTE ethnicity values (Aboriginal or Torres Strait Islander codes related to DIISRTE Element 316) to the corresponding ethnic groups set up for regulatory region AUS.
Language Table	SSR_LANG_DEST	Set Up SACR > Product Related > Student Records > Enrolment Reporting Codes > AUS Regulatory Report Setup > Language Table	Map language codes to DIISRTE language codes.
Offer Period Mapping	SAD_TAC_MAP_OFR	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Offer Period Mapping	Map the Offering Month and Year provided in the TAC File to an admit term.
Honors Category Map	SAD_TAC_MAP_HONOUR	Set Up SACR > Product Related > Recruiting and Admissions > TAC > Honors Category Map	Map an honors category to the TAC Honours value provided in the qualification file.

Setting Up TAC Test IDs

Access the Test Tables page (Set Up SACR > Product Related > Recruiting and Admissions > External Test Scores > Test Tables).

Image: Test Tables page

This example illustrates the fields and controls on the Test Tables page.



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Add a test ID for all applicable TACs.

Assigning TAC Test ID Security

Access the Test ID Security page (Set Up SACR > Security > Secure Student Administration > User ID > Test ID Security).

Image: Test ID Security page

This example illustrates the fields and controls on the Test ID Security page.

Assign the TAC test IDs that a user can access. The system enforces test ID security in several components throughout the system.

Related Links

"Setting Security for Test IDs" (PeopleSoft Campus Solutions 9.2: Application Fundamentals)

Setting Up TAC Test ID Mapping Rules

Access the External Test Score Mapping page (Set Up SACR > Product Related > Recruiting and Admissions > External Test Scores > External Test Score Mapping).

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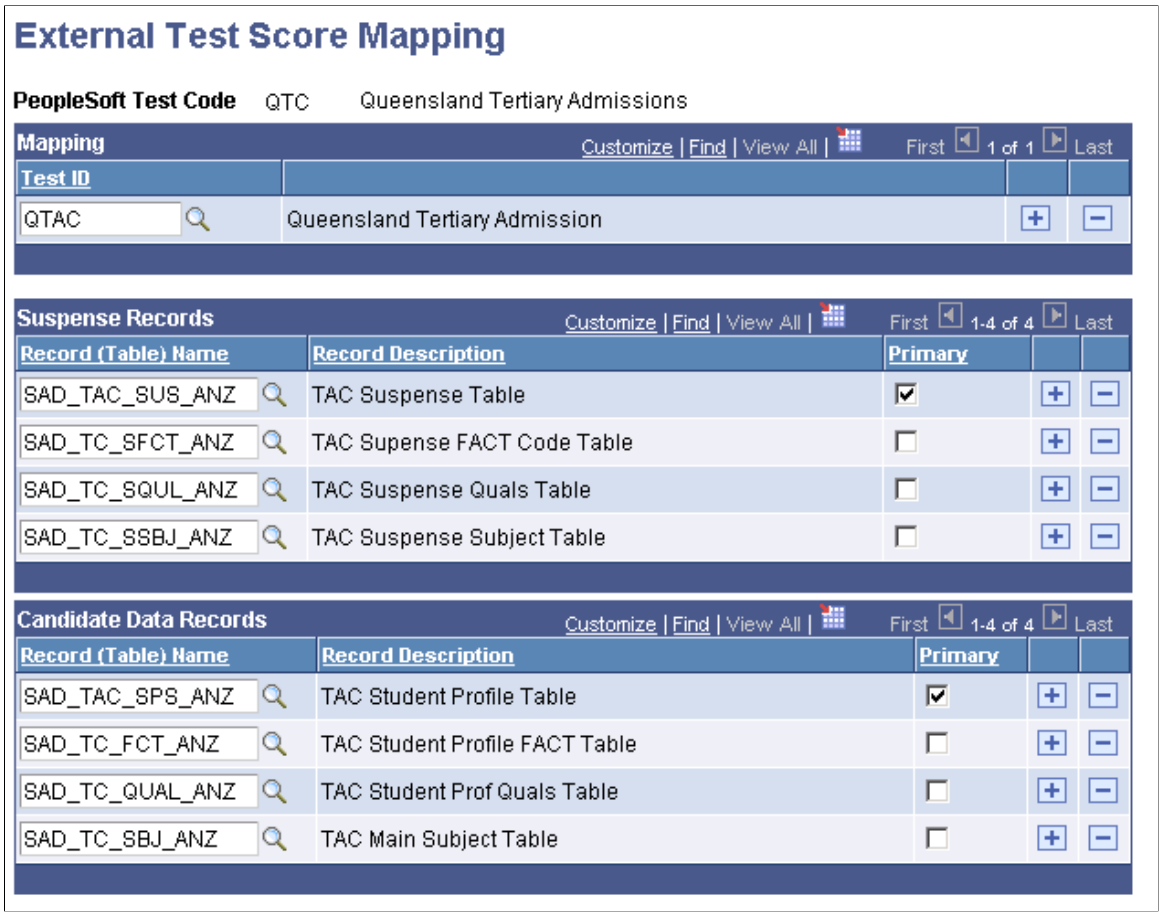
Image: External Test Score Mapping page

This example illustrates the fields and controls on the External Test Score Mapping page. You can find definitions for the fields and controls later on this page.



Test ID Enter a TAC test ID for each PeopleSoft TAC test code. The PeopleSoft system delivers the following TAC test codes: QTC, VTC, UAC, and STC

Note: On this page, you only have to enter a TAC test ID that corresponds to a PeopleSoft test code. The PeopleSoft system delivers the rest of the page complete. It is important that all TAC test IDs you have defined are mapped to a PeopleSoft test code or you will not be able to load TAC data.

Setting Up TAC Program Codes

Access the Program Code Table page (Set Up SACR > Foundation Tables > Reporting Codes > Program Code Table AUS).

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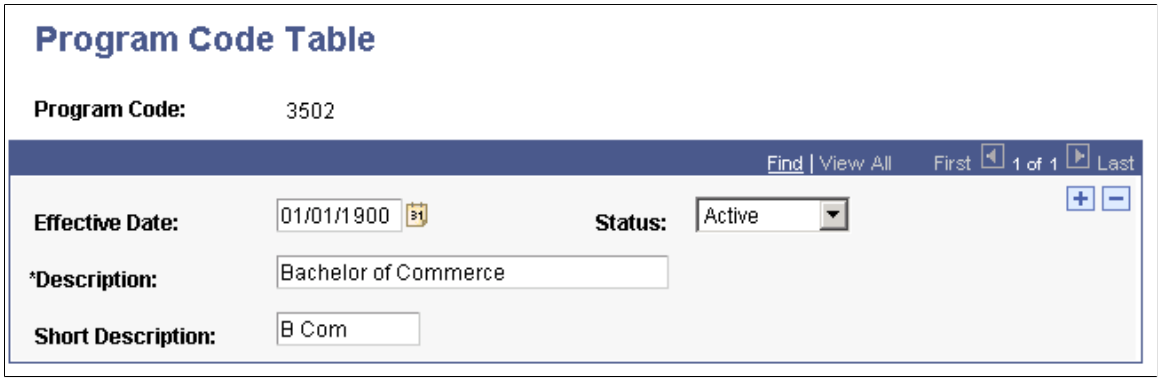
Image: Program Code Table page

This example illustrates the fields and controls on the Program Code Table page.



Set up program codes that map to course codes in the TAC input files.

Mapping TAC Program Codes to Academic Programs

Access the Acad Prog AUS page (Set Up SACR > Foundation Tables > Academic Structure > Academic Program Table > Acad Prog AUS).

Image: Acad Prog AUS (academic program Australia) page (1 of 2)

This example illustrates the fields and controls on the Acad Prog AUS (academic program Australia) page (1 of 2). You can find definitions for the fields and controls later on this page.

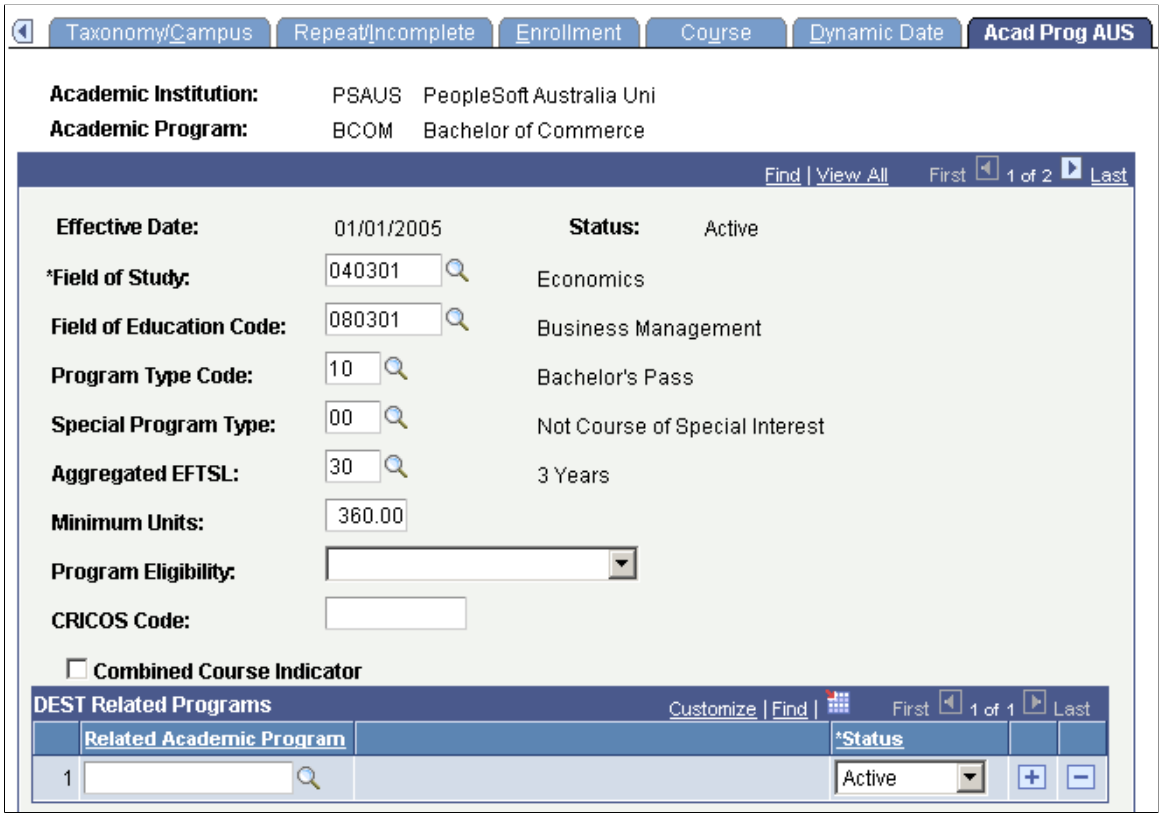


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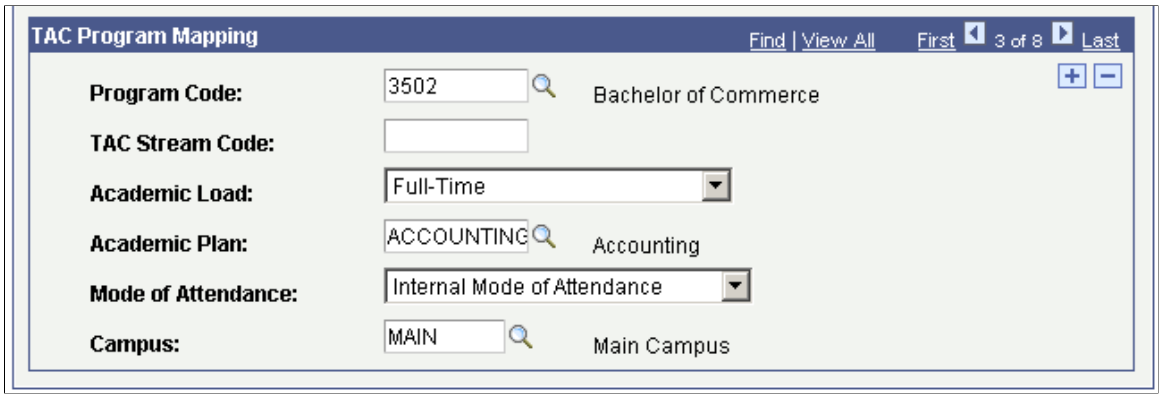
Image: Acad Prog AUS (academic program Australia) page (2 of 2)

This example illustrates the fields and controls on the Acad Prog AUS (academic program Australia) page (2 of 2). You can find definitions for the fields and controls later on this page.



Program Code	Associate a TAC program code with an academic program that your institution offers. TAC program codes can be mapped to only one academic program.
TAC Stream Code	Applicable to only SATAC and VTAC.
Academic Load	Enter the academic load that the TAC Load process assigns to the admission applications for the program.
Academic Plan	Enter the academic plan that the TAC Load process assigns to the admission applications for the program.
Mode of Attendance	Enter the mode of attendance that the TAC Load process assigns to the admission applications for the program.
Campus	Enter the campus that the TAC Load process assigns to the admission applications for the program.

Associating FACT Codes with DIISRTE Reference Numbers

Access the DEST Number Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > DEST Number Map).

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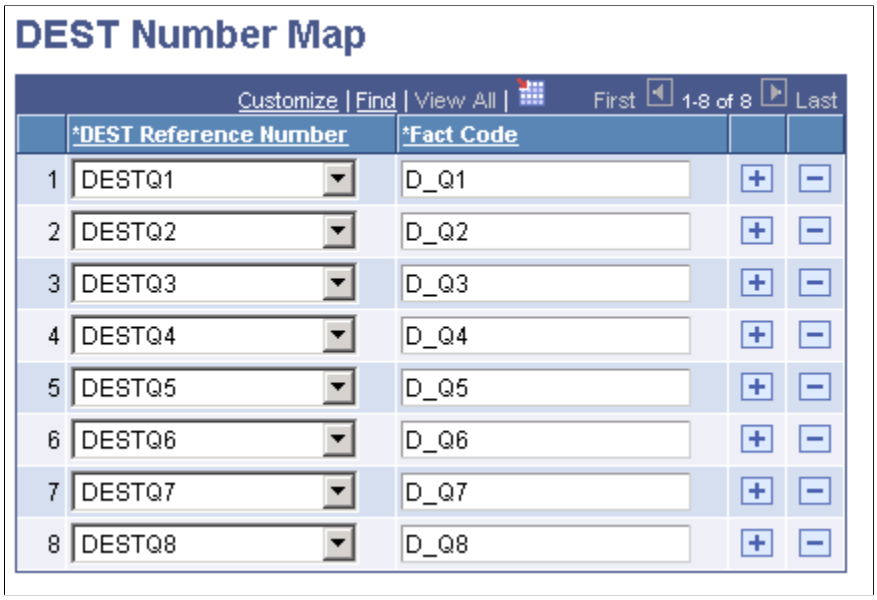
Image: DEST Number Map page

This example illustrates the fields and controls on the DEST Number Map page. You can find definitions for the fields and controls later on this page.



DIISRTE - Department of Industry, Innovation, Science, Research and Tertiary - was previously known as DEEWR and before that, as DEST.

For TACs that provide prior education data as FACT codes, associate a FACT code with the applicable DEST Reference Number. The system uses the DEST Reference Number and Fact Code mapping to report highest education attainment so that DIISRTE can track the applicant's prior educational details. The following table lists the DIISRTE (DEST) reference numbers:

DIISRTE Reference Number	***Description***
1	Post Graduate Program
2	Degree Program
3	Sub Degree Program
4	VET Sub Degree Program
5	VET Award Program
6	VET Secondary Program
7	School Secondary Program
8	Other Program

You can set up FACT codes that are not associated with the applicant's prior education data. In this case, the DEST Reference Number for these FACT codes must be set to *Not DEST.* The *Not DEST* mapping setup is optional, and the system uses this setup for its internal processes.

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The TAC Load process posts all FACT codes into suspense records. These codes form a part of the candidate data records after the application is posted, regardless of whether the configuration for these codes is maintained on the DEST Number Map page. The system posts the prior education data into the PeopleSoft database *only* if you have mapped the DEST numbers on the DEST Number Map page.

Note: SATAC provides the prior education data in the applicant file, *not* the FACT file. Therefore, DEST number mapping is optional for SATAC.

To view the student DEST information after you import the TAC data, select Campus Community > Personal Information > Biographical > Personal Attributes > Student Data AUS.

Related Links

"(AUS) Entering Student Data" (PeopleSoft Campus Solutions 9.2: Campus Community)

Mapping TAC Country Codes

Access the Country Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Country Map).

Enter the TAC country code that you want to associate with each PeopleSoft country code. The TAC Load process uses this mapping to load the data listed in the following table:

Data	*Supplied by QTAC*	*Supplied by UAC*	*Supplied by SATAC*	*Supplied by VTAC*
Country of Address	Yes	Yes	Yes	Yes
Country of Birth	No	Yes	Yes	Yes
Country of Citizenship	No	No	Yes	No

Note that for VTAC you must have a row in which TAC Country Code *AUSTRALIA* maps to Country code *AUS.* This mapping is required so that the TAC Load process can load the VTAC residential and postal address data that do not have a country value.

Mapping TAC State Codes

Access the State Code Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > State Code Map).

Enter the TAC state code that you want to associate with each PeopleSoft state code. The TAC Load process uses this mapping to identify the state values in applicant address data.

Adding Organization Values

Access the Organization Table page (Campus Community > Organization > Create/Maintain Organizations > Organization Table > Organization Table).

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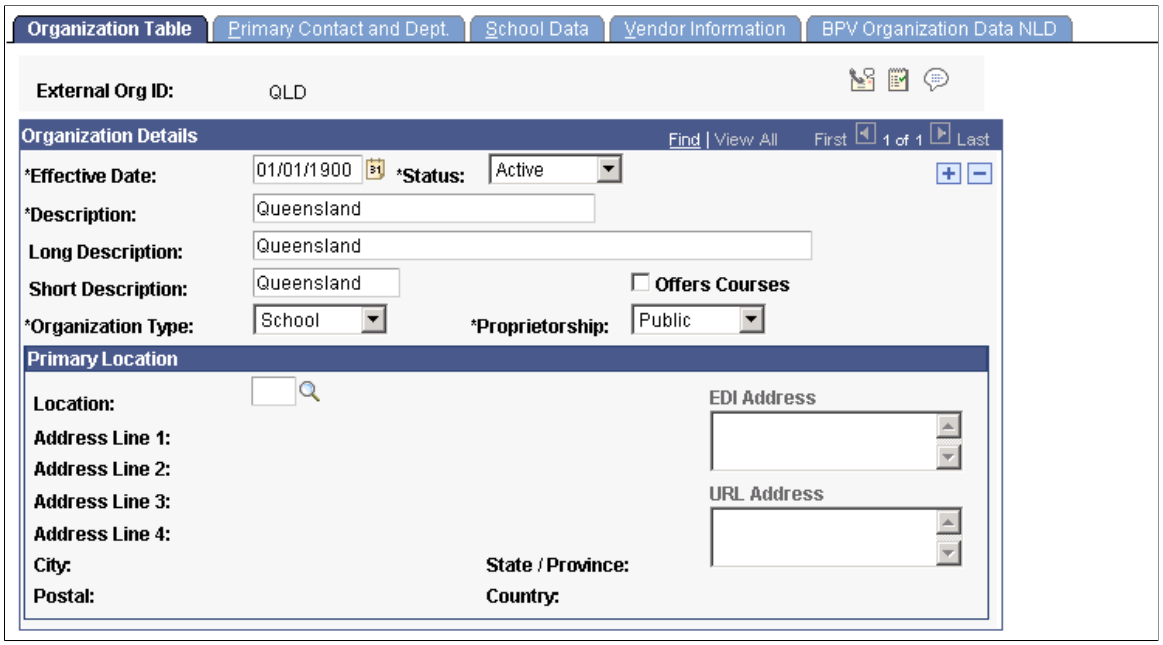
Image: Organization Table page

This example illustrates the fields and controls on the Organization Table page. You can find definitions for the fields and controls later on this page.



Add external organization codes that represent the applicants' schools. The TAC Load process uses the organization codes to post applicant's external education and last school attended data.

You must add the following organization codes if you want to import VTAC files:

Organization Code	*Description*
NON VIC SCH	Add this organization code for non-Victorian secondary school qualification records in the VTAC offer file. If you add this organization code, the TAC Load process assumes the external organization code as *NON VIC SCH* for qualifications where the School Code is blank.
EXT INSTITN	Add this organization code if you do not want to configure an external organization for each institution that may exist in the overseas qualifications data. If the TAC Load process does not find a mapping between the TAC External Institution Name and an external organization on the External Organization Map page and you have added EXT INSTITN as an organization code, the process assumes EXT INSTITN as the organization code for the post-secondary level overseas qualifications.

Related Links

"Understanding Organizations" (PeopleSoft Campus Solutions 9.2: Campus Community)

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Defining TAC Subjects

Access the School Subject Maintenance page (Campus Community > Organization > Create/Maintain Organizations > School Subject Maintenance).

Image: School Subject Maintenance page (1 of 2)

This example illustrates the fields and controls on the School Subject Maintenance page (1 of 2).

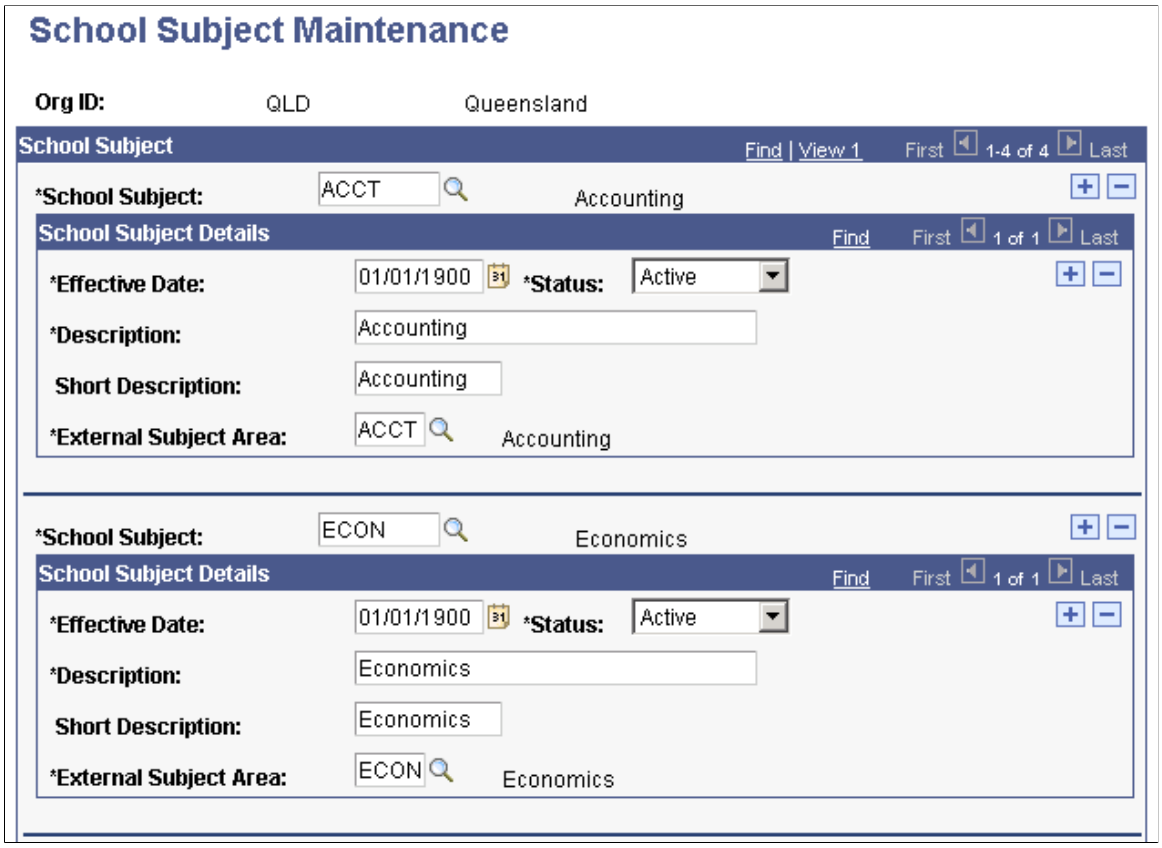

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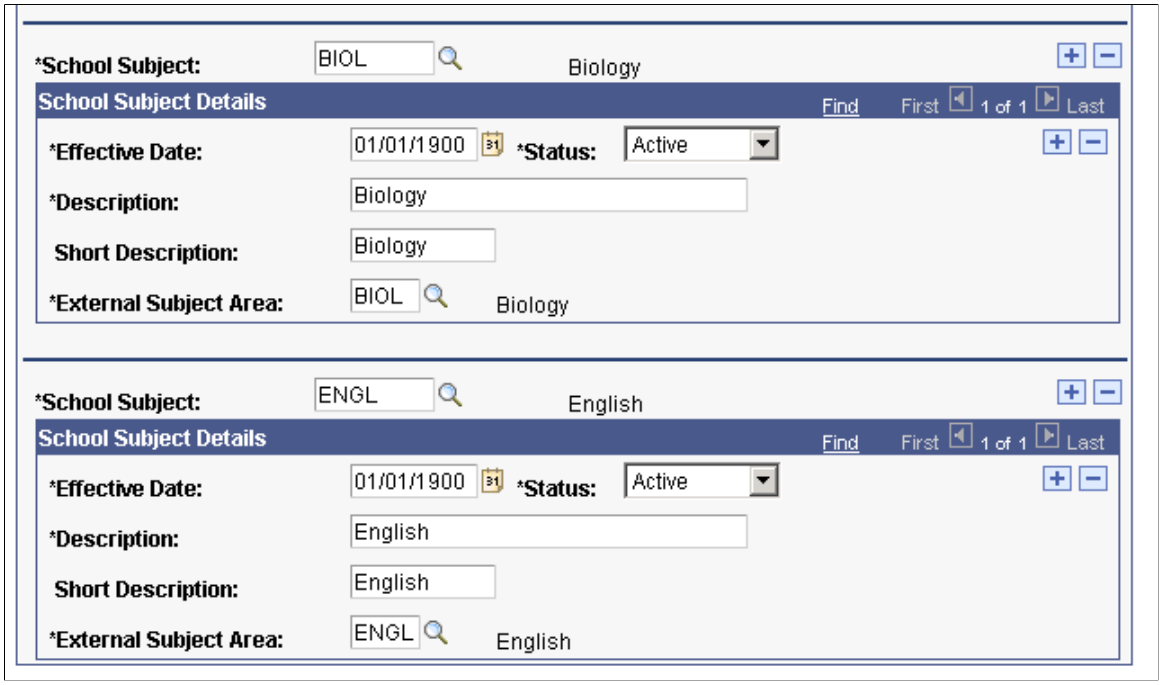
Image: School Subject Maintenance page (2 of 2)

This example illustrates the fields and controls on the School Subject Maintenance page (2 of 2).



Enter the TAC subject codes and subject code details that you want to associate with each external organization.

Mapping External Organization Values

Access the External Organization Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > External Organization Map).

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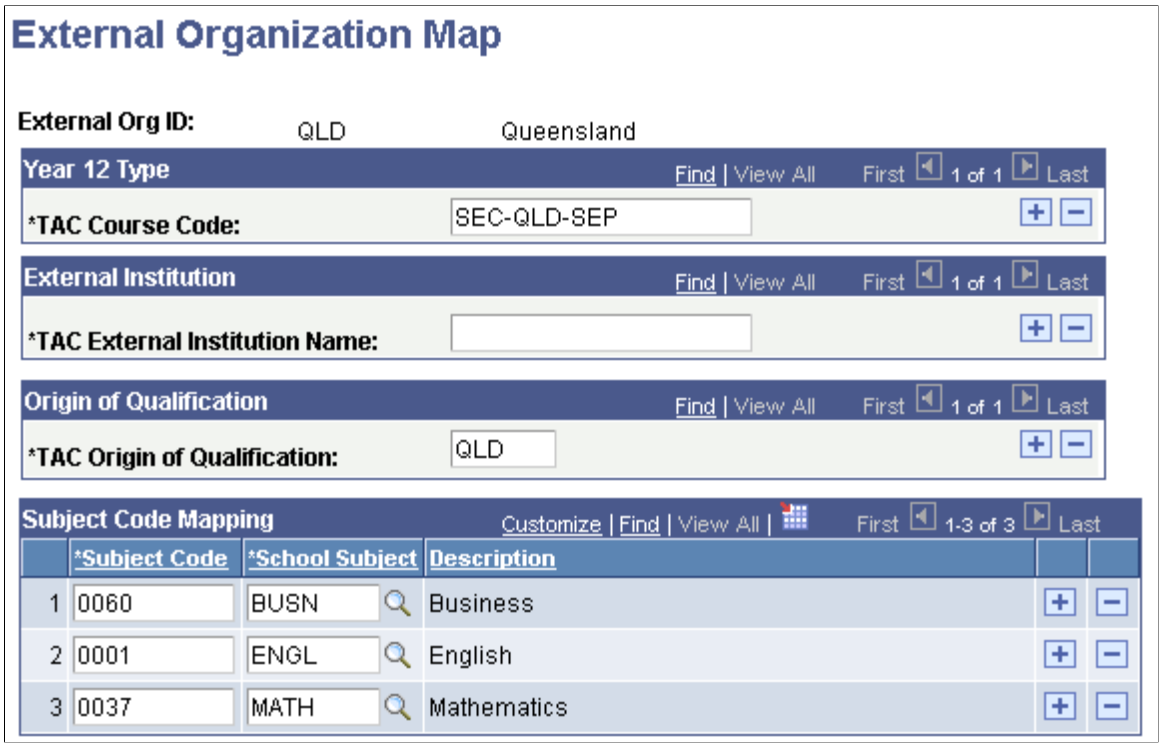
Image: External Organization Map page

This example illustrates the fields and controls on the External Organization Map page. You can find definitions for the fields and controls later on this page.



Year 12 Type

Enter the valid year 12 course codes for this organization. This data corresponds to the year 12 type in the applicant subject file for QTAC.

External Institution

Use this field for VTAC when you want to map overseas institution names to a specific external organization ID. VTAC data related to the Overseas Post Secondary Qualifications contain only an overseas institution name; this field allows you to map an overseas institution to an external organization ID.

You must set up an organization ID with a value of *EXT INSTITN* if you do not want to maintain separate organization IDs for the overseas institutions that may exist in the VTAC overseas qualifications data. If the external institution and external organization ID mapping does not exist, the TAC Load process assigns *EXT INSTITN* as the external organization ID for the overseas qualifications.

Origin of Qualification

Map origin of qualification values to the external organization. The values that you enter here correspond to the origin of qualification values in the application qualification file for QTAC and UAC.

Subject Code Mapping

Map TAC subject codes to the school subjects of the external organization.

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Mapping TAC Qualification Levels

Access the Qualification Level Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Qualification Level Map).

Map TAC qualification level codes to PeopleSoft external academic level codes.

Mapping TAC Prefixes

Access the Name Prefix Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Name Prefix Map).

Enter the TAC name prefix that you want to associate with each PeopleSoft prefix.

VTAC does not provide name prefixes. Therefore, for VTAC, the TAC Run Search/Match Post process automatically inserts a name prefix of *Mr* if the applicant gender is Male and *Ms* if the applicant gender is female. The TAC Load process does not log any messages related to name prefix mapping because VTAC does not provide the name prefix in its load file.

Defining a Program Action Reason

Access the Program Action Reason Table page (Set Up SACR > Product Related > Student Records > Program Action > Program Action Reason Table).

Image: Program Action Reason Table page

This example illustrates the fields and controls on the Program Action Reason Table page.

Map program action reason codes to the program action of *Admit.*

VTAC does not provide a basis of admission. For VTAC, define a program action reason *OFFR* so that the TAC Load process can assign the program action reason *OFFR* to the applications with admission offers.

Mapping Basis of Admissions Values

Access the Basis of Admission Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Basis of Admission Map).

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Map the basis of admission values provided by TAC to the action reasons you defined on the Program Action Reason Table page. The TAC Load process uses this mapping to insert the action reasons into admission applications. Additionally, the PeopleSoft DIISRTE reporting processes use the action reasons to report Element 327 - Basis for Admission to Current Courses.

Related Links

"Understanding the DIISRTE File Generation Process" (PeopleSoft Campus Solutions 9.2: Student Records)

Mapping TAC Admit Type Values

Access the Admit Type Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Admit Type Map).

For SATAC, map external basis of admission codes to admit type values.

Mapping TAC Citizenship Codes

Access the Citizenship Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Citizenship Map).

Define citizenship mapping rules to map TAC citizenship codes to citizenship statuses and PeopleSoft residency codes.

Mapping Ethnicity

Access the Ethnicity Map page (Set Up SACR > Product Related > Recruiting and Admissions > External Test Scores > Ethnicity Mapping).

The TAC Load process uses this mapping to associate UAC FACT Codes to applicants. UAC FACT Codes provide information about an applicant's Aboriginal and Torres Strait Island origin.

The PeopleSoft DIISRTE reporting processes use the ethnicity codes to report DIISRTE Element 316.

The following table shows the required mapping for UAC.

Ethnic Group	***Ethnicity Code***
Aboriginal	3
Torres Strait Islander	4
Aboriginal and Torres Strait Islander	5

The following table shows the required mapping for VTAC.

Ethnic Group	***Ethnicity Code***
Caucasian	2
Aboriginal	3

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Ethnic Group	*Ethnicity Code*
Torres Strait Islander	4
Aboriginal and Torres Strait Islander	5

The TAC load process uses this VTAC mapping to load the ethnic code from the VTAC *Aboriginal and Torres Strait Islander* offer file element.

Language Mapping

Access the Language Table page (Set Up SACR > Product Related > Student Records > Enrolment Reporting Codes > AUS Regulatory Report Setup > Language Table).

Map Department of Industry, Innovation, Science, Research and Tertiary Education (DIISRTE) language codes to the PeopleSoft language codes. The DIISRTE language codes must be the same as the *Language Spoken at Home* values in the TAC load file. The TAC Load process uses this mapping to load the PeopleSoft language code in the TAC suspense component (for example, the TAC load process loads *RU* when it finds *3402* for an applicant in a TAC file). The DIISRTE reporting processes use this mapping to report the DIISRTE language code for element 348 (for example, the DIISRTE reporting processes include *3402* in the extract file when it finds an applicant with a *RU* value in your database).

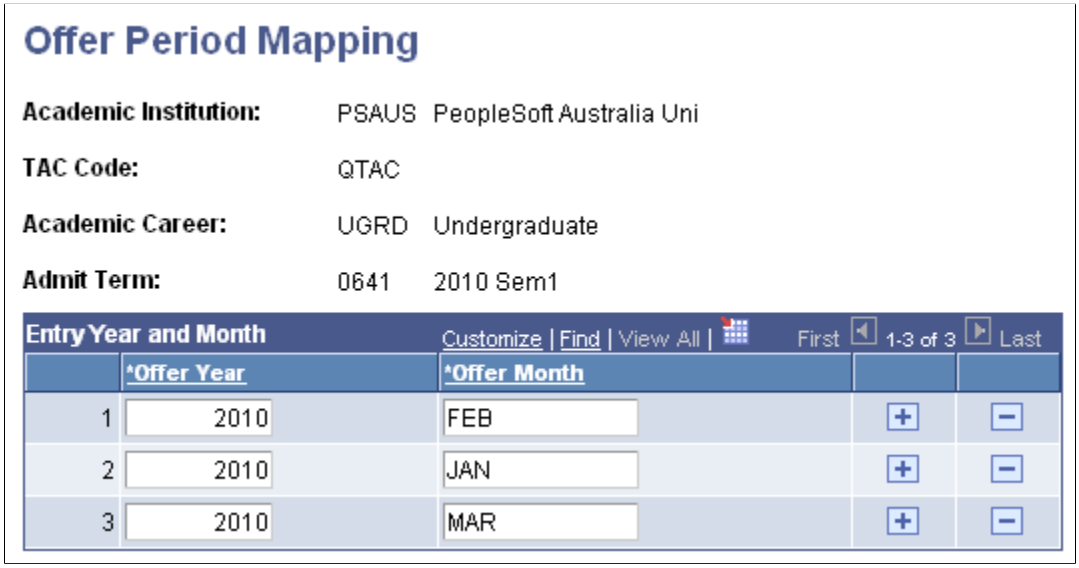
See "Setting Up DIISRTE Reporting Codes" (PeopleSoft Campus Solutions 9.2: Student Records)

Mapping Offer Period

Access the Offer Period Mapping page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Offer Period Mapping).

Image: Offer Period Mapping page

This example illustrates the fields and controls on the Offer Period Mapping page . You can find definitions for the fields and controls later on this page.



You must have a offer period mapping record for each career and admit term combination.

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Copy from Career Copy a offer period mapping record of a career. The system displays the Copy from Career field when you enter the page on an add mode.

Offer Year and **Offer Month** You must enter all the possible offering year and month combinations that may be provided in a TAC file relevant to the career and admit term.

When a QTAC File is posted, the TAC Search/Match/Post process will assign the admit term according to the offering year and month mapping for the career applicable to the applicant's program. If there is no mapping for the year and month combination, the admit term on the run control will be assigned.

Note: This logic is relevant to only QTAC. For UAC, SATAC and VTAC the system assigns the admit term directly from the TAC load files.

Mapping Honors Category

Access the Honors Category Map page (Set Up SACR > Product Related > Recruiting and Admissions > TAC > Honors Category Map).

TAC Honors Code Enter the honors code provided in the TAC Qualifications file.

Honors Category Enter the PeopleSoft honors category applicable to the TAC honours code.

Note: You should perform this mapping only if you are loading QTAC data.

Processing TAC Loads

This section provides an overview of TAC processing and discusses how to set up load parameters and load the file.

Understanding TAC Data Load Processing

Recruiting and Admissions supports loading the data files received from the following TACs: QTAC, SATAC, UAC, and VTAC. The data files contain personal information, previous education data, year 12 results, and details of offer or preferences. For each TAC, you first load data into suspense tables. Then run the search/match process to verify whether there is an existing record for the applicant in the system. Finally, post the bio/demo and remaining applicant data to your database. The Search/Match/Post process posts self-reported academic information to TAC candidate data tables so that the system maintains the history of data provided with the application. You follow this process for each TAC.

Regardless of the TAC, the same components are used to load, view, post, and purge TAC data. The test ID of the TAC you are processing must be entered on each component. The entry of the TAC test ID

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determines which fields appear on each page. The TAC test IDs shown in the prompt are based on your TAC test ID security. You must have test ID security defined in order to process TAC data loads.

See "Setting Security for Test IDs" (PeopleSoft Campus Solutions 9.2: Application Fundamentals).

To process TAC data:

1. Use the TAC Load process to load the TAC data from one or more files in your directory into the suspense tables.

2. Review and edit the data that you loaded in suspense pages.

   Correct all load errors before moving on to the next step. In the search page of the TAC Suspense component, enter the TAC test ID, *Error,* in the Edit Processing Option field and click the Search button. Access each suspense record and correct the errors until every suspense record has a value of *Complete* (rather than *Error)* in the Edit field on the Process Options page.

3. After you have corrected all of the load errors, run the search/match/post process.

   This process looks for data in your database, based on search parameters that you define on the search/match criteria pages, that matches the data that you are posting. For a set of parameters that suggest only a possible match (such as name and gender, for example), the process will not post the record until you can manually determine which records are actually duplicates.

4. Access each suspense record that did not get posted to confirm the appropriate post action to assign to the applicant.

   In the search page of the TAC Suspense component, enter the TAC test ID, *Complete* in the Edit Processing Option field and *Perform* in the Search/Match Processing Option field. Then click the Search button. The search process finds only those suspense records that went through the search/match/post process but do not have a post processing option of *New ID Add* or *Update ID.* The reason the search/match/post process does not assign a *New ID Add* or *Update ID* post processing option is because of the settings on the Search Parms page. If the system finds multiple or partial matches for applicants and the setting for these matches are set to suspend, you must manually determine whether to post or ignore these applicant records. After you access the TAC Suspense component, find the parameters for which the process identified a match, then use Search/Match to look up the bio/demo information that matches the suspense record and verify whether a person in the incoming data already exists in the system. Then, specify whether you want the search/match/post process to add the bio/demo and TAC record to your database, update an existing record, or ignore the suspense record altogether.

5. Run the search/match/post process again.

   The process posts the suspense records that you manually tagged to post. In addition, the process posts the suspense records that went through the Search/Match process and are ready to be posted. By this time, all of your suspense records should be posted to your database. When a record posts to your database, the search/match/post process assigns an ID to the applicant. To view an applicant's ID, select Student Admissions > TAC Processing > TAC Suspense > Personal Information or Student Admissions > TAC Processing > TAC Candidate Data > Personal Information.

6. Purge the suspense tables.

   You should purge the suspense tables as soon as all of the suspense records are posted to the database.

7. Review TAC Candidate Data. (optional)

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After the system posts the TAC application data, you can view this data on the TAC Candidate Data component.

Page Used to Load TAC Data

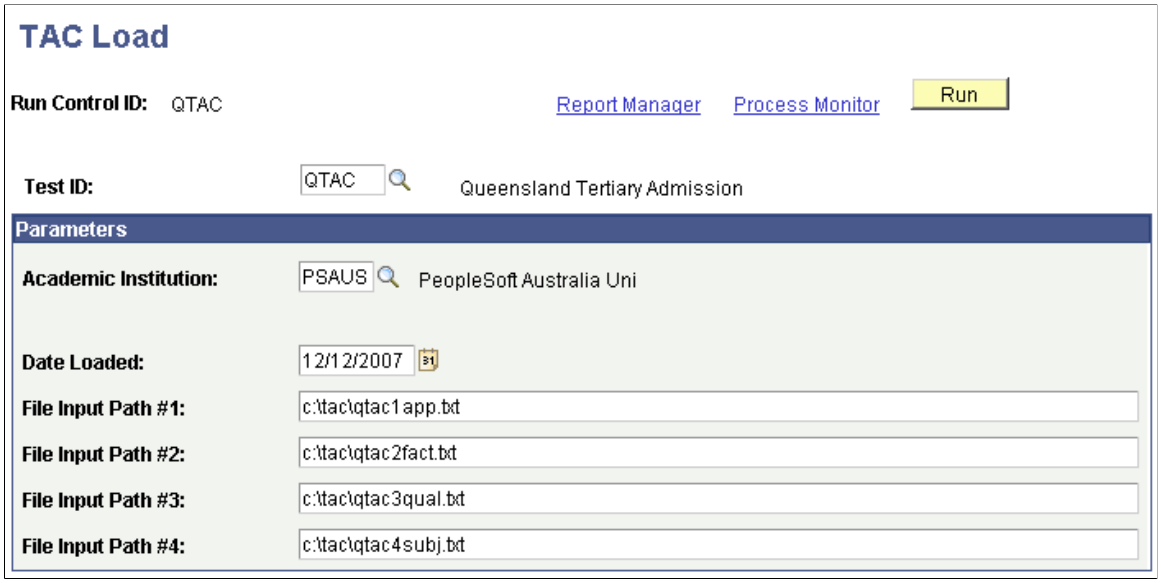
Page Name	*Definition Name*	*Navigation*	*Usage*
TAC Load	SAD_TAC_LOAD_RUN	Student Admissions > TAC Processing > TAC Load	Specify a TAC test ID and designate the directory location for each of the TAC files. Run the load process. **Note:** You should complete the full loading, search/match and posting process before loading a new set of data. If you have TAC loads waiting to be processed, do not load a new TAC file until you have processed the data in your suspense files.

Setting Up Load Parameters and Loading the File

Access the TAC Load page (Student Admissions > TAC Processing > TAC Load).

Image: TAC Load page

This example illustrates the fields and controls on the TAC Load page. You can find definitions for the fields and controls later on this page.



The number of input files that you can use depends on the TAC test ID that you enter. For example, the TAC Load page displays five file input fields for UAC and thirteen file input fields for SATAC.

The following table indicates the type of data you must load with the various File Input Path fields.

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File Number	*QTAC*	*UAC*	*SATAC*	*VTAC*
File Input Path # 1	Applicant	Applicant	Applicant	Offer File
File Input Path # 2	FACT	FACT	Academic Qualifications	
File Input Path # 3	Qualifications	Qualifications	Other Qualifications	
File Input Path # 4	Subject	Subject	Employment Qualifications	
File Input Path # 5		Preferences	Year 12 Subjects	
File Input Path # 6			Preferences	
File Input Path # 7			Preference Course Rank Set	
File Input Path # 8			FACT	
File Input Path # 9			International Applicants Personal Additional Data	
File Input Path # 10			Origin Codes	
File Input Path # 11			Year 12 School Codes	
File Input Path # 12			Employment and Occupation Codes	
File Input Path # 13			HEIMS	

Test ID

Enter the TAC test ID that you want to load. Define TAC test ID values on the Test Tables page. Once the TAC test ID is entered, the additional fields specific to the TAC will appear. You must have test ID security established in order to select a value. This field is required.

Academic Institution

Enter the institution for which you want to load the data.

Admit Type

Applicable to only SATAC and VTAC.

Enter a value only if applicants do not have an admission offer (basis of admission).

Date Loaded

Enter the date of the data load process. The system populates this field to the current date by default.

Processing Indicator

Applicable to only VTAC.

Select a value applicable to the offer file that you want to load. You must select *Undergrad* for an undergraduate offer file and

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	Graduate for an offer file that contains postgraduate applicant records.
Initial Course Character	Applicable to only SATAC. Use to filter and load preferences relevant to your institution. The TAC Load process selects only those courses from the preferences file that commence with the character that you enter in this field.
Offers	Applicable to only SATAC. Select to load only those courses from the preferences file that TAC has offered to the applicants If you do not select this check box, the TAC Load process loads all the preferences depending on the Initial Course Character value.
File Input Path	Enter the path of the directory and file where the TAC data resides. These fields are required. How you complete the fields depends on the TAC you are processing. In order for the upload to work correctly, you must list the input files in the correct order.
Run	Click the run button to run the SAD_TAC_LOAD Application Engine process at user-defined intervals.

Note: To check for errors during the program run, review the trace file created by the Application Engine program. Nonfatal errors will appear in the Error Indicators group box in the TAC Suspense component.

Reviewing and Editing Data in the Suspense Record

This section provides an overview of the suspense phase and discusses how to:

- Review process options.
- Review personal information.
- Review and edit data in the suspense record.

Understanding, Correcting, and Editing Suspense Data

Before entering the TAC Suspense component, you must enter the TAC test ID. The pages in the component dynamically appear based on the TAC test ID you enter. The pages in the component are very similar in the way they look and work. For example, every suspense component has a Personal Information page. In addition, they all share the first page – Process Options. Many of the values and codes that appear in the suspense component are based on values and codes that the TAC defines. Contact the TAC that manages the application for full descriptions of the data that appears in these pages or refer to the data layouts you receive from the TAC.

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Note: Data in suspense tables does not affect tables in your database until you post the data. In addition, if you find an error in the suspense component after you post the data, you have to go to the appropriate page in your database to make any changes. For example, if you find an error on the Personal Information page in the Suspense component, you have to go to the Add/Update a Person component to correct the error.

Pages Used to Review and Edit Suspense Data

Page Name	*Definition Name*	*Navigation*	*Usage*
Process Options	SAD_TAC_SUS_PROC	Student Admissions > TAC Processing > TAC Suspense > TAC Suspense > Process Options	Review the status of a TAC record regarding the loading, search/match, and posting processing. For example, determine if a record is waiting to be processed, if a record instigated a new person to be added to your database, or if any errors or warnings were encountered during the load or search/match/post processes.
Personal Information	SAD_TAC_SUS_BIO	Student Admissions >TAC Processing >TAC Suspense >Personal Information	Review and edit the student's personal information in the suspense record. Refer to the data layouts from the TAC to determine the fields that the load process will populate. Each TAC has a Personal Information page. The data will vary depending on the TAC.
Address	SAD_TAC_SUS_ADDRC	Student Admissions > TAC Processing > TAC Suspense > Address	This page appears only when the TAC applicant file contains more than one address. Review and edit the address information for the applicant, if necessary. Note that country and state code mappings are required for loading address data.
Qualifications	SAD_TAC_SUS_QULSA	Student Admissions > TAC Processing > TAC Suspense > Qualifications	Review and edit detailed information about the student's qualifications. These details populate the external education data as part of the posting process.
Subjects	SAD_TAC_SUS_SBJSA	Student Admissions > TAC Processing > TAC Suspense > Subjects	Review and edit information about subject courses taken by the student. This data populates external education data as part of the posting process.

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Page Name	*Definition Name*	*Navigation*	*Usage*
Offers	SAD_TAC_SUS_OFFER	Student Admissions > TAC Processing > TAC Suspense > Offers	Review and edit basic applicant and offer details. The data from this page is used during the posting process to populate admission applicant data and admission applicant program data.
Fact	SAD_TAC_SUS_FACT	Student Admissions > TAC Processing > TAC Suspense > Fact	Review and edit information about the Fact codes and values. These Fact codes contain data for DIISRTE statistical reporting and other items specific to the TAC or institution or both.
Residency	SAD_TAC_SUS_RES	Student Admissions > TAC Processing > TAC Suspense > Residency	Review and edit residency details and additional DIISRTE reporting fields about the student. Data from this page is used to populate residency and DIISRTE reporting fields as part of the posting process.
Preferences	SAD_TAC_SUS_PRFSA	Student Admissions > TAC Processing > TAC Suspense > Preferences	Review and edit information about applicant preferences. The data from this page is used during the posting process to populate the applicant program data table.
VIC Data	SAD_TAC_SUS_VIC_O2	Student Admissions > TAC Processing > TAC Suspense > VIC Data	Review and edit biographical and demographic information for this student from the Victorian TAC.
Common Assessment Tasks	SAD_TAC_SUS_CAT	Student Admissions > TAC Processing > TAC Suspense > Common Assessment Tasks	Review and edit information about the Common Assessment Tasks for applicants from the Victorian TAC.
VIC Results	SAD_TAC_SUS_VIC_RS	Student Admissions > TAC Processing > TAC Suspense > VIC Results	Review and edit information about result summaries for applicants from the Victorian TAC.
VCAL Studies	SAD_TAC_SUS_VCL	Student Admissions > TAC Processing > TAC Suspense > VCAL Studies	Review and edit information about VCAL studies for applicants from the Victorian TAC
VCAL Units	SAD_TAC_SUS_VCU	Student Admissions > TAC Processing > TAC Suspense > VCAL Units	Review and edit information about VCAL units for applicants from the Victorian TAC.

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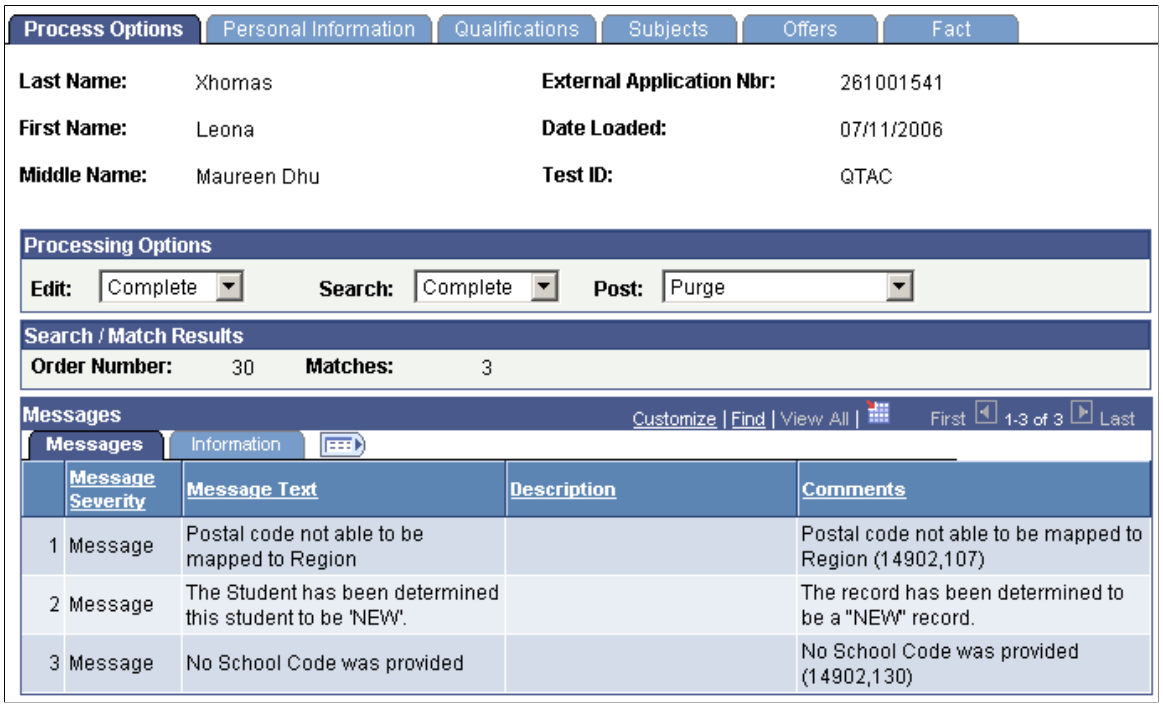
Page Name	*Definition Name*	*Navigation*	*Usage*
Assessment Data	SAD_TAC_SUS_VIC_AS	Student Admissions > TAC Processing > TAC Suspense > Assessment Data	Review and edit information about assessment data related to graduate entry teaching for applicants from the Victorian TAC.
PCRS (preference course rank set)	SAD_TAC_SUS_PCRSA	Student Admissions > TAC Processing > TAC Suspense > PCRS	The data on this page is internal to the way students' eligibility rankings are determined. South Australian institutions can refer to this data.

Reviewing Process Options

Access the Process Options page (Student Admissions > TAC Processing > TAC Suspense > TAC Suspense > Process Options).

Image: Process Options page

This example illustrates the fields and controls on the Process Options page. You can find definitions for the fields and controls later on this page.



This page provides the status of a suspense record regarding the loading, search/match and posting processes. Any informational and error messages that TAC data load and search/match/post processes generate appear on this page. You can use this page to keep current on the status of an individual's TAC processing. These messages can serve historical and analytical purposes, giving you a picture of the kinds of errors encountered in your TAC processing. To do so, you would need to wait to purge your TAC messages until you have completed your analysis.

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Processing Options

Edit

Displays the status of the record regarding the Load External Data process. Values are:

Complete: The program was able to process the record without a problem.

Error: The program encountered problems when processing this record.

Perform: This value is only set manually and is for your informational purposes.

Search

Displays the status of the record regarding the Search/Match process. Values are:

Complete: The Search/Match process was run without errors.

Error: The Search/Match process was run and errors were detected on this record.

Perform: The Search/Match process has not yet been run for this record.

Post

Displays the status of the record regarding the Post process. These values can be entered manually, however, some are entered by the system after processes are run, as described in the following table.

Post Value	***Meaning***	***How Set***
Error	The posting process encountered a problem.	Set by the system during the Post process.
New ID Add	The system was unable to find a match in the database and will add a record with a new ID to your database when the Post process is run.	Set by the system during the Search/Match process if no match was found in your database.
Take No Action	This value is only added manually. It is not automatically entered by the system. If this value is entered, the Post and Purge Suspense File processes ignore the record.	Set manually.
Purge	This value indicates that this suspense record will be removed from the system during the Purge Suspense File process.	Set by the system during the Post process if the record was successfully processed or if the Search/Match process ignored the suspense record that matched a record in your database.

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Post Value	*Meaning*	*How Set*
Update existing ID	The system found a matching ID in the database. This existing ID record will be updated with the data from this TAC record during the process.	Set by the system during the Search/Match process if a match was found in the database and if your TAC Search Parameters define that an update should occur in this situation.
Awaiting Search	This record is in the Suspense File and is waiting to be processed by the Search/Match process.	Set by the system during the TAC Load External Data process.

Warning! While you can manually edit the values in the Edit, Search, and Post fields, keep in mind that if a field contains Error and you manually change it without correcting an error, you may encounter problems when posting the data. Edit, Search, and Post values are delivered with your system as translate values. These translate values should not be modified in any way. Any modification to these values will require a substantial programming effort.

Error Indicators

If *Error* appears in any of the Processing Options fields, the Error Indicators group box appears in the areas an error occurred: *Last Name, Birth Date, First Name* and *Academic Program Error.* Correct any errors on the appropriate pages in this component before running the post process. When you save the changes, the processing options on the page update appropriately. For example, if the Edit field displays *Error,* and you fix the error, the program updates the Edit field to *Complete.* You can view additional information about these errors in the Messages group box on the Process Options page.

Search/Match Results

In the Search/Match Results group box, the system displays the order number of the search level used to find a match for this person. Search order levels are defined on the Search/Match Criteria page. Additionally, the system displays the number of matches found for this person.

Messages

Message Severity The message severity, such as *Message* or *Error.*

Message Text The message on this row of data.

Description The detailed message.

Comments Results or other additional information about the message.

Process Instance The process number of the process that you ran for this record. The Process Scheduler generates this number.

Run Date/Time The day and time the process ran for this record.

Process Name The name of the application engine that you ran for this record.

User ID The user ID of the person who ran the process.

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Reviewing Personal Information

Bundle 52

Updated screen shot to show new Proxy Information.

Access the Personal Information page (Student Admissions > TAC Processing > TAC Suspense > Personal Information).

Image: Personal Information page (1 of 2)

This example illustrates the fields and controls on the Personal Information page (1 of 2).

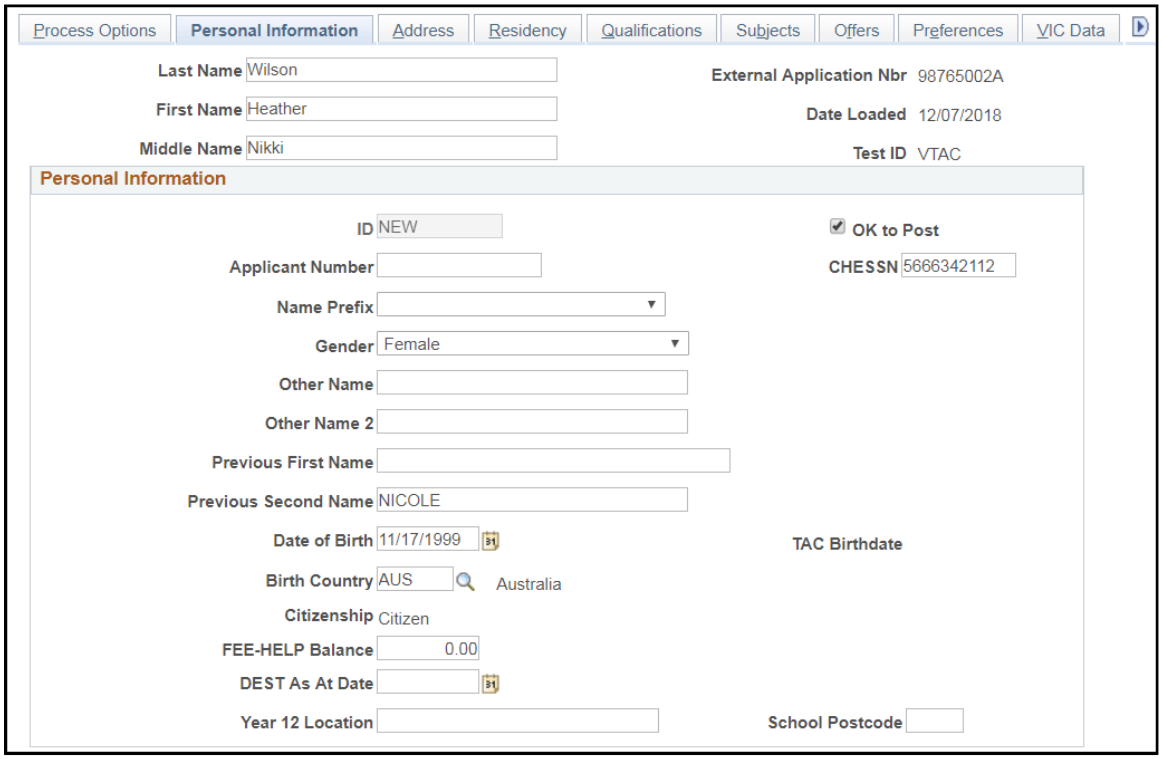

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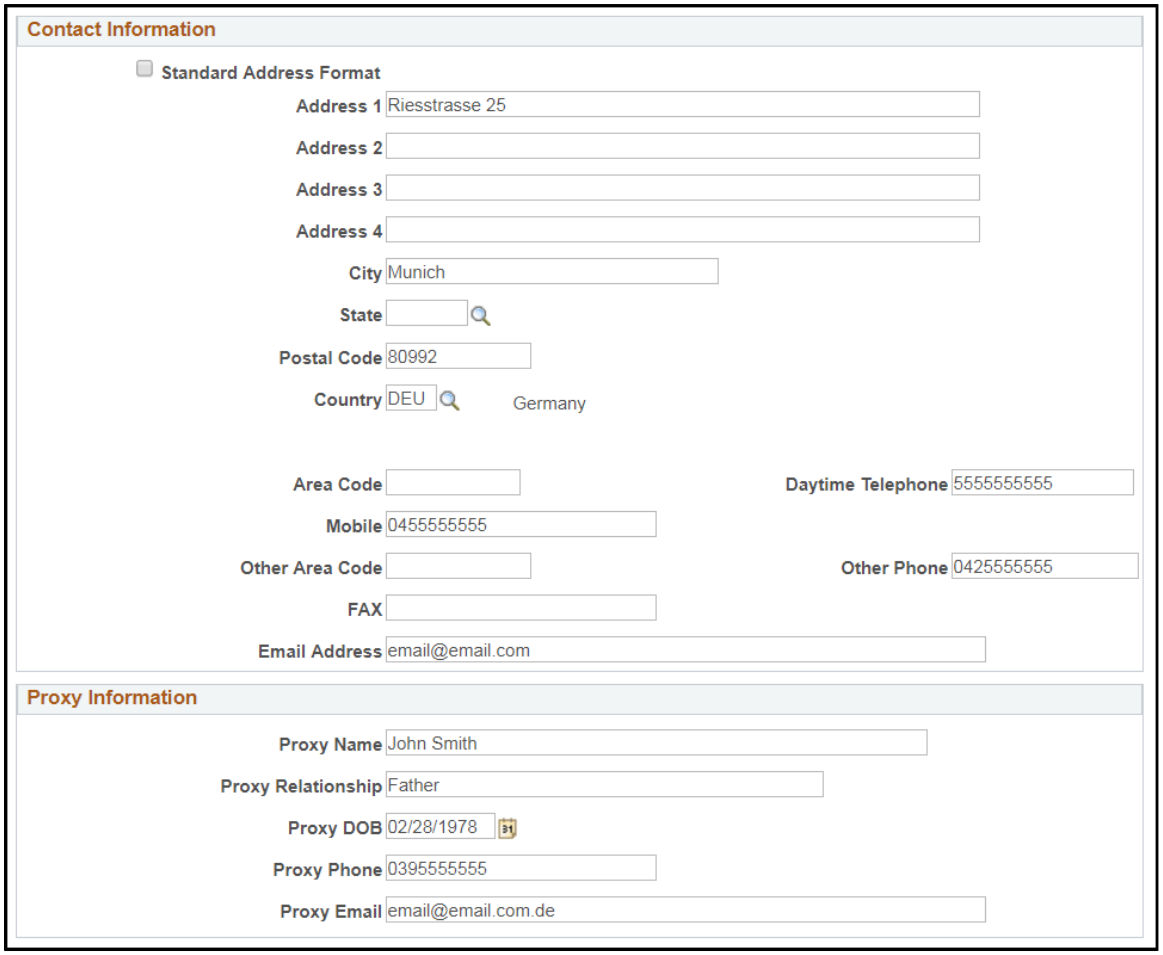
Image: Personal Information page (2 of 2)

This example illustrates the fields and controls on the Personal Information page (2 of 2).



This page contains all biographical and demographic data loaded into the suspense table when a new record is posted.

Reviewing Address Information

Access the Address page (Student Admissions > TAC Processing > TAC Suspense > Address).

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Image: Address page

This example illustrates the fields and controls on the Address page.

Use this page to view applicant's current and residential addresses, if supplied by TAC. SATAC may provide both the addresses. VTAC may provide a residential address which appears in this page.

Reviewing Residency Information

Access the Residency page (Student Admissions > TAC Processing > TAC Suspense > Residency).

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Image: Residency page

This example illustrates the fields and controls on the Residency page.

Process Options | Personal Information | Address | Residency | Qualifications

Last Name:	Anderson	External Application Nbr:	27005784L
First Name:	Saverio	Date Loaded:	23/09/2009
Middle Name:		Test ID:	VTAC

Residency

Perm Residency:		Citizenship:	5
Residency:	AUS Australian Resident		
Home Residency:	5045	Permanent Residency Date:	
Apply for Home Residency:		Application Check:	
Citizenship Country:			
Language Indicator:	E	Language Code:	EN
Method A:		Method B:	
Consulate:			
Passport First Name:			
Passport Middle Name:			
Passport Last Name:			
Final Applicant Decision:		Enrollment Indicator:	
Ethnicity:	2	Applicant Born Indicator:	A
Year Arrival:		Enrollment Preference Number:	
Highest Attain:			
Highest Education Parent/Guardian 1:	59 Unknown		
Highest Education Parent/Guardian 2:	49 Unknown		

Use this page to view the applicant's biographical and demographical information if supplied by TAC.

To post the Highest Education Parent/Guardian 1 and Highest Education Parent/Guardian 2 data, you must ensure that the configuration for DIISRTE Elements 573 and 574 is complete (Set Up SACR, Product Related, Student Records, Enrolment Reporting Codes, AUS Regulatory Report Setup, Highest Education).

The TAC Run Search/Match Post process posts the information from these two fields to the Student Data AUS component (Campus Community, Personal Information (Student), Biographical (Student), Personal Attributes, Student Data AUS).

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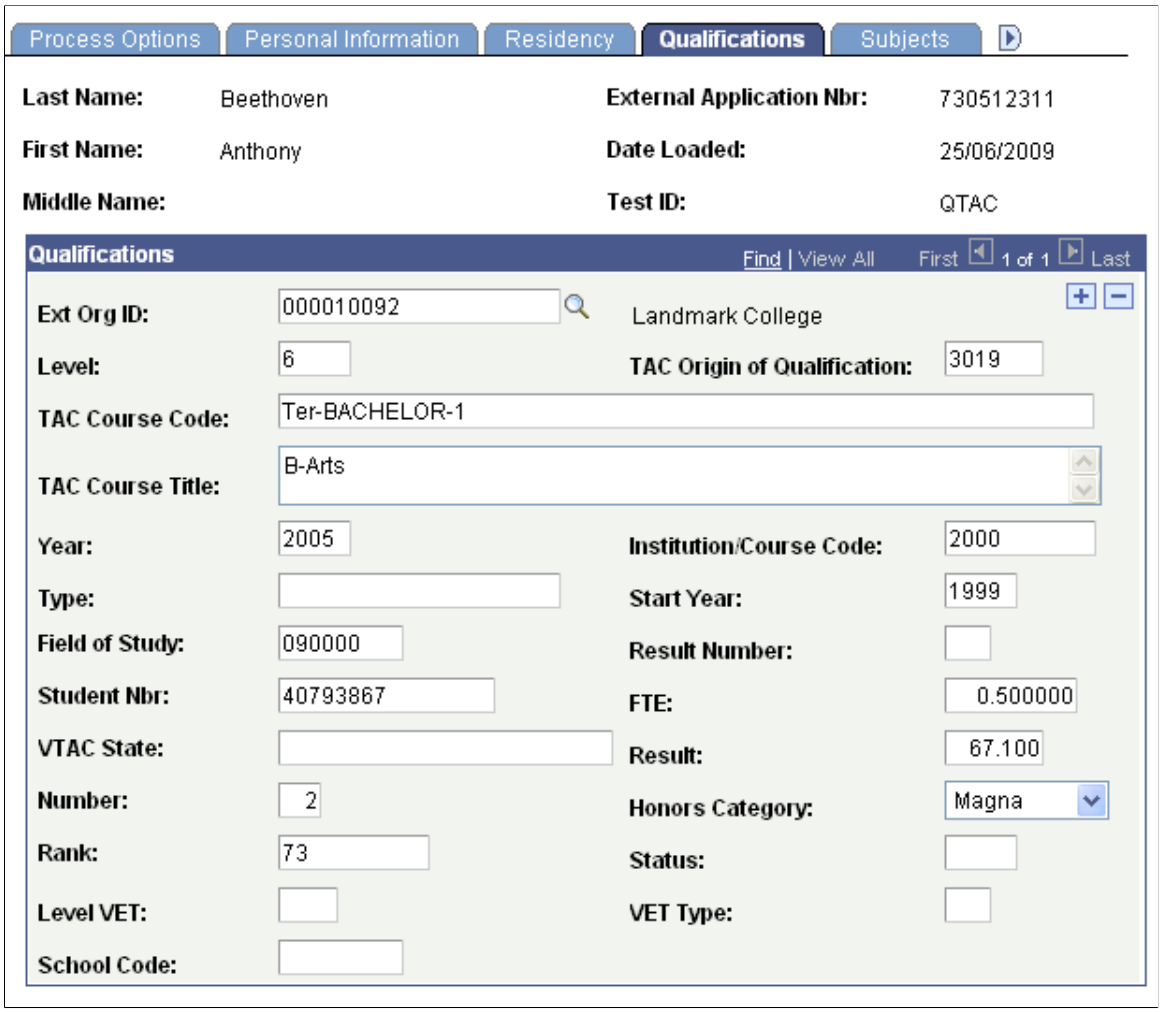
Reviewing Qualification Information

Access the Qualifications page (Student Admissions >TAC Processing >TAC Suspense >Qualifications).

Image: Qualifications page

This example illustrates the fields and controls on the Qualifications page.



The information on the Qualifications page will vary depending on the TAC. For example, the page displays TAC Origin of Qualification and School Code fields only for QTAC.

Reviewing Subjects Information

Access the Subjects page (Student Admissions >TAC Processing >TAC Suspense >Subjects).

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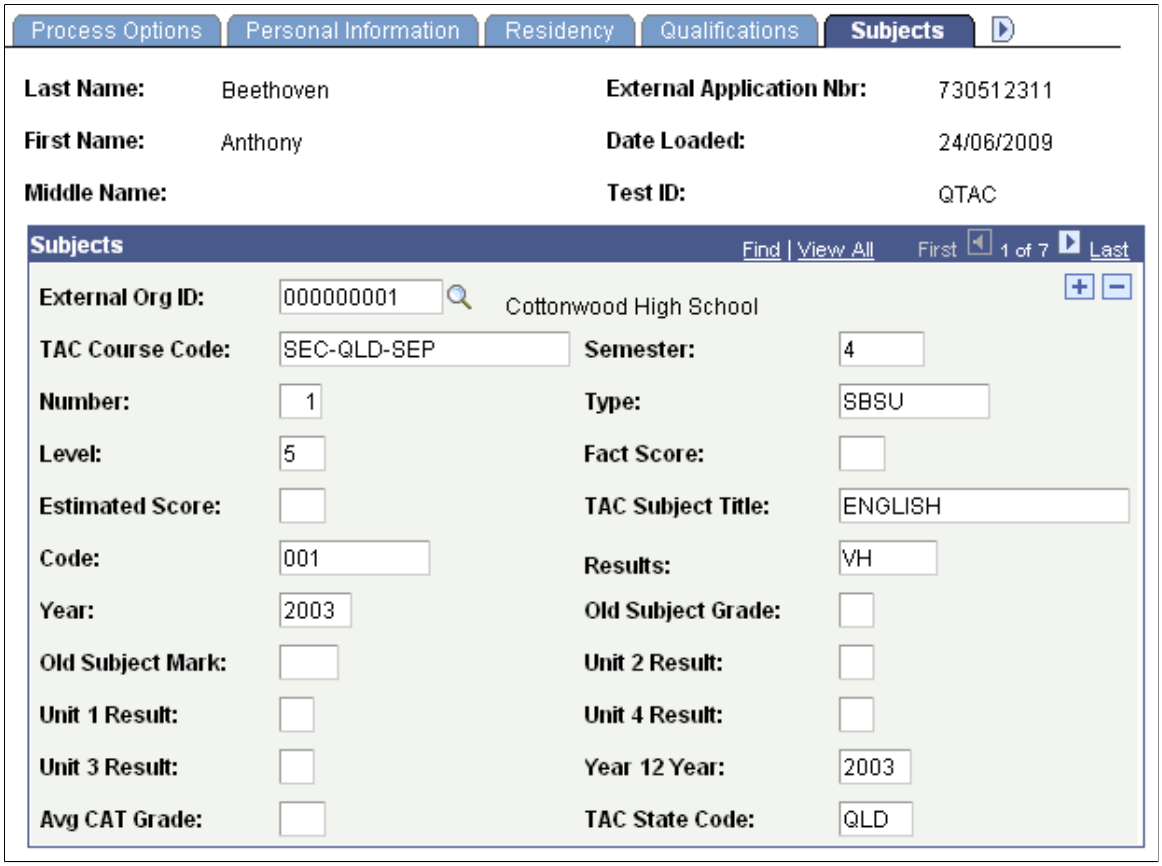
Image: Subjects page

This example illustrates the fields and controls on the Subjects page.



The information on the Subjects page will vary depending on the TAC.

Reviewing Preferences

Access the Preferences page (Student Admissions >TAC Processing >TAC Suspense >Preferences).

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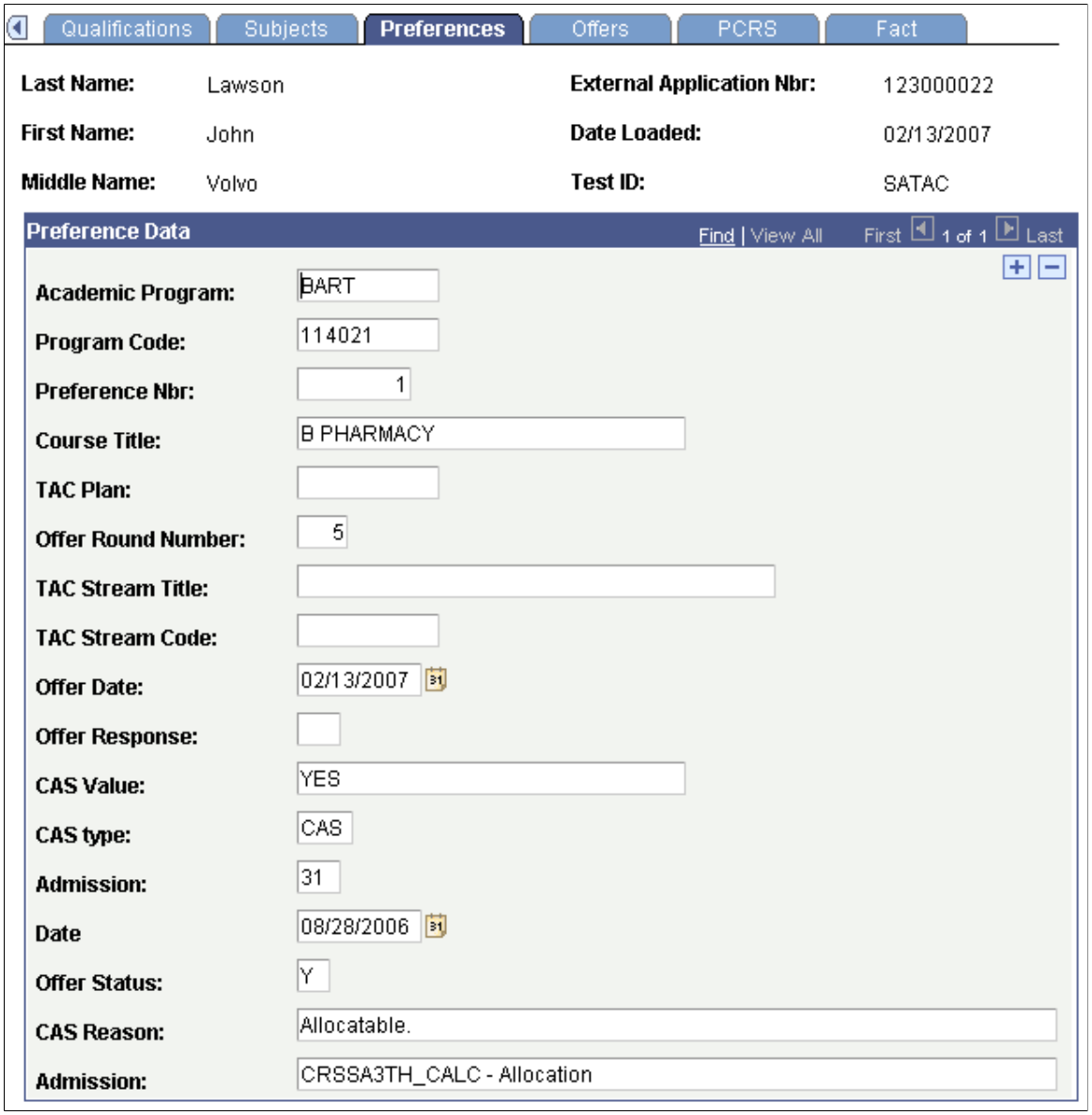
Image: Preferences page

This example illustrates the fields and controls on the Preferences page.



The information on the Preferences page will vary depending on the TAC. The system does not display this page for QTAC.

Reviewing VTAC Data

Access the VIC Data page (Student Admissions >TAC Processing >TAC Suspense > VIC Data).

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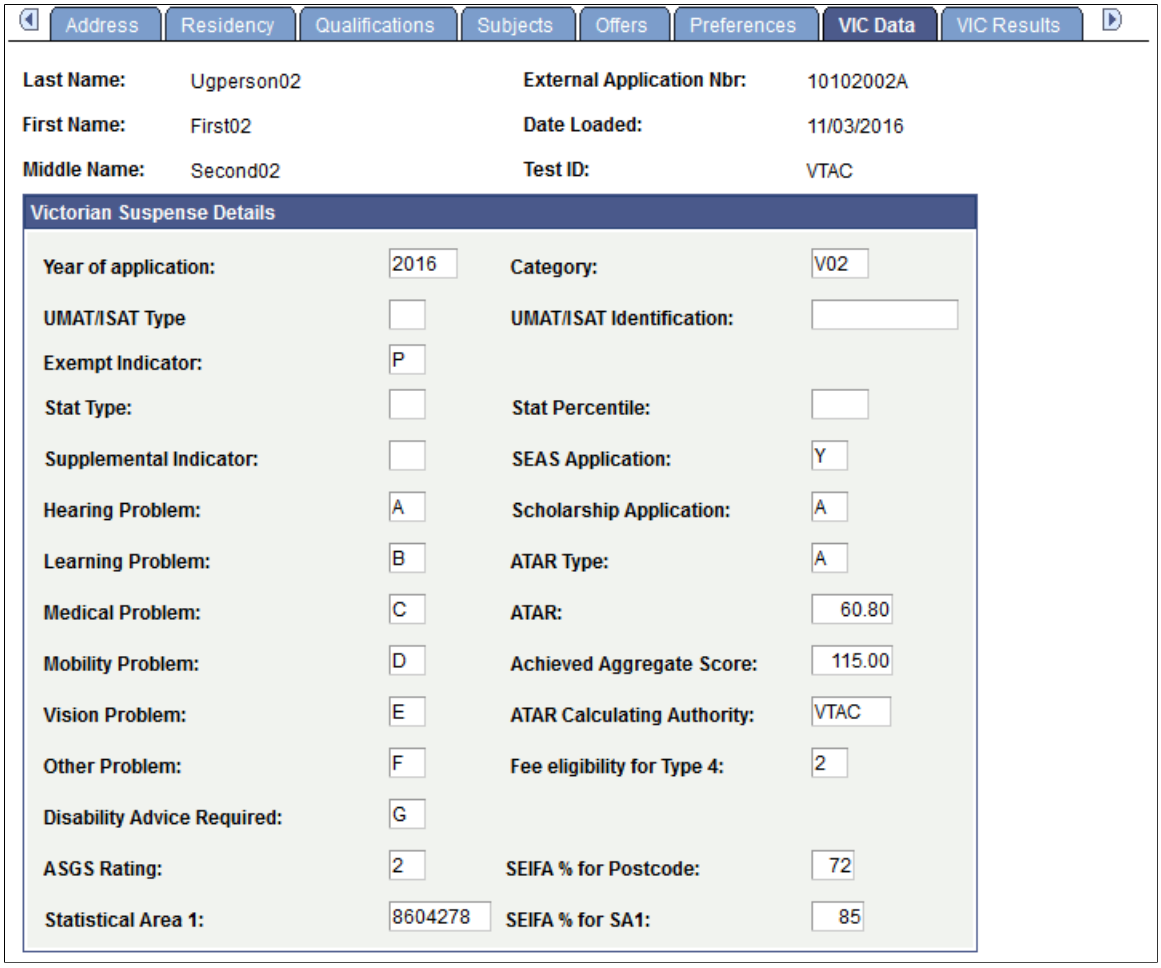
Image: VIC Data page

This example illustrates the fields and controls on the VIC Data page.



The system displays this page for only VTAC. Use this page to view profile and personal information loaded from the VTAC offer file.

Reviewing Common Assessment Tasks

Access the Common Assessment Tasks page (Student Admissions > TAC Processing > TAC Suspense > Common Assessment Tasks).

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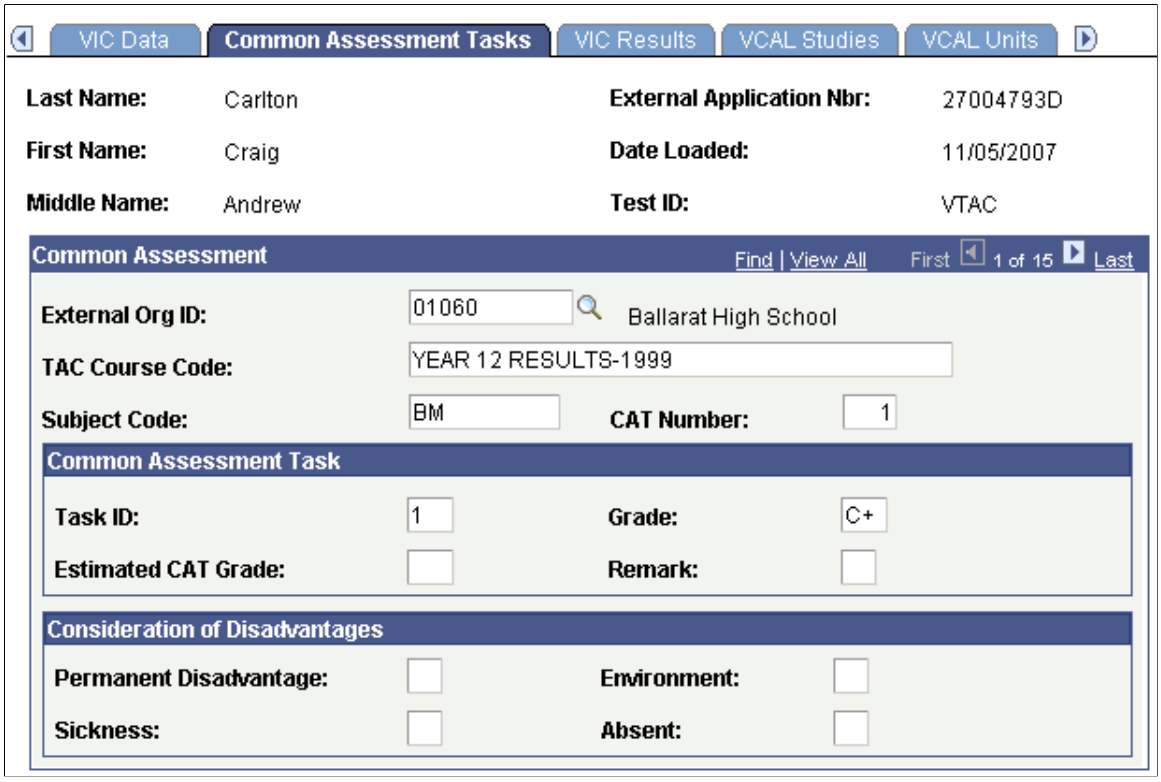
Image: Common Assessment Tasks page

This example illustrates the fields and controls on the Common Assessment Tasks page.



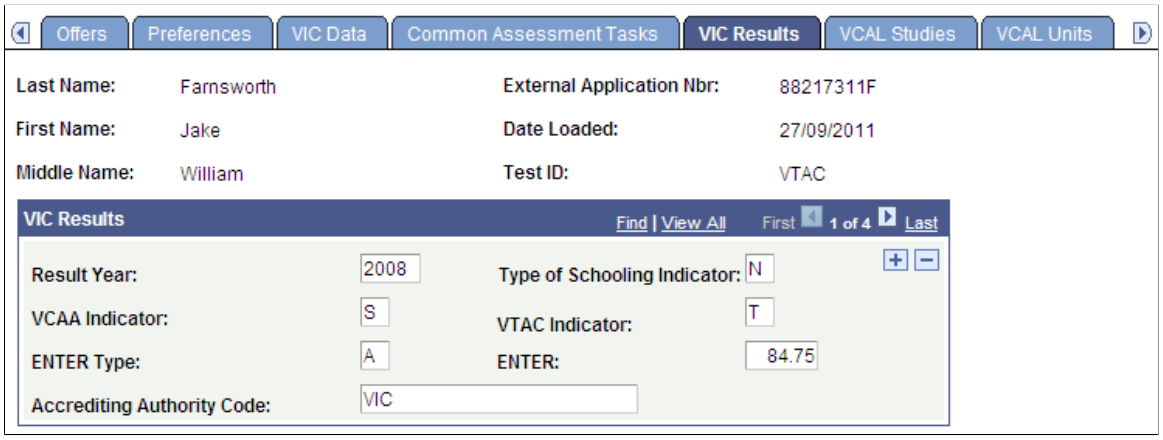
The system displays this page for only VTAC. Use this page to view Graded Assessment (CAT) results data loaded from the VTAC offer file.

Reviewing VIC Results

Access the VIC Results page (Student Admissions > TAC Processing > TAC Suspense > VIC Results).

Image: VIC Results page

This example illustrates the fields and controls on the VIC Results page.



The system displays this page for only VTAC. Use this page to view results summary information loaded from the VTAC offer file.

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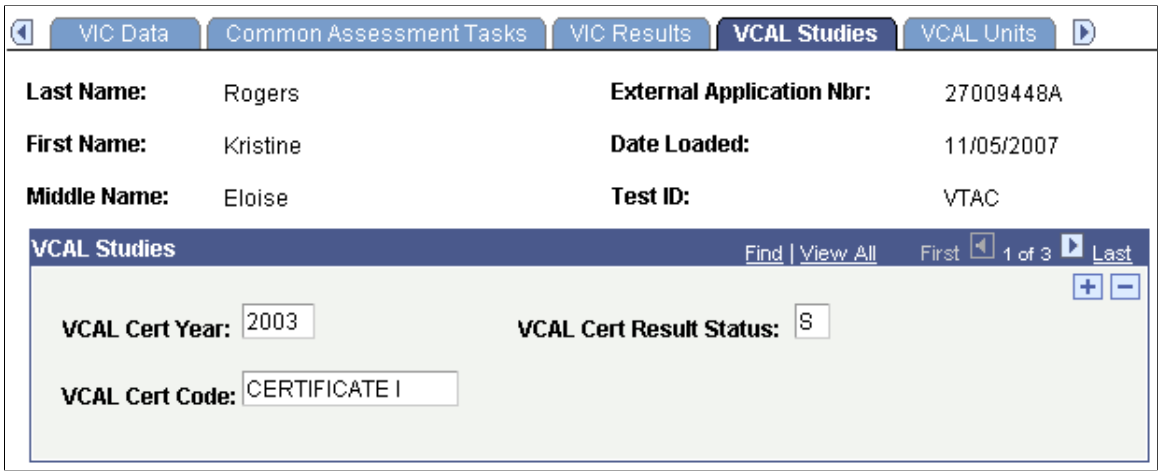
Reviewing VCAL Data

Access the VCAL Studies page (Student Admissions > TAC Processing > TAC Suspense > VCAL Studies).

Image: VCAL Studies page

This example illustrates the fields and controls on the VCAL Studies page.



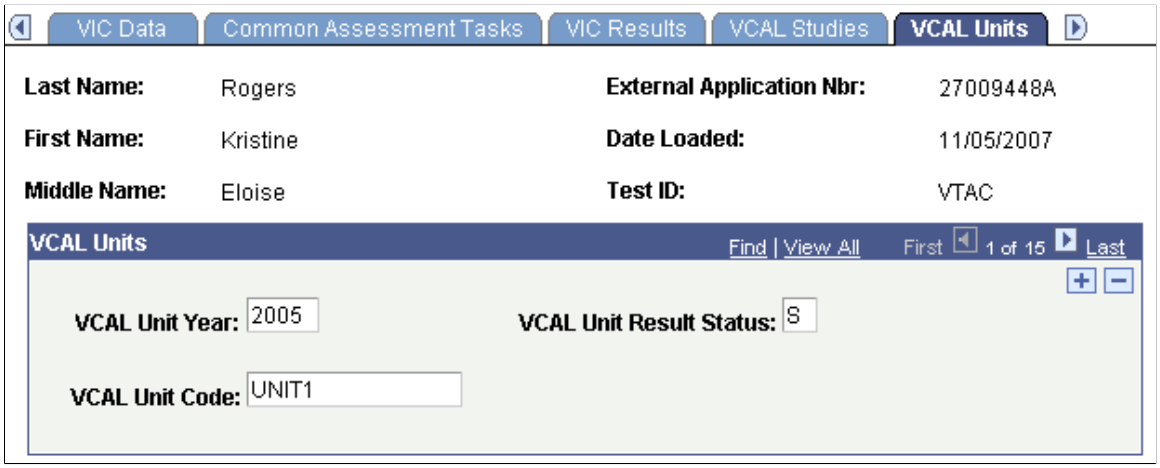
The system displays this page only for VTAC. Use this page to view information related to Victorian Certificate of Applied Learning (VCAL) data.

Reviewing VCAL Units

Access the VCAL Units page (Student Admissions > TAC Processing > TAC Suspense > VCAL Units).

Image: VCAL Units page

This example illustrates the fields and controls on the VCAL Units page.



The system displays this page only for VTAC. Use this page to view information related to VCAL unit data.

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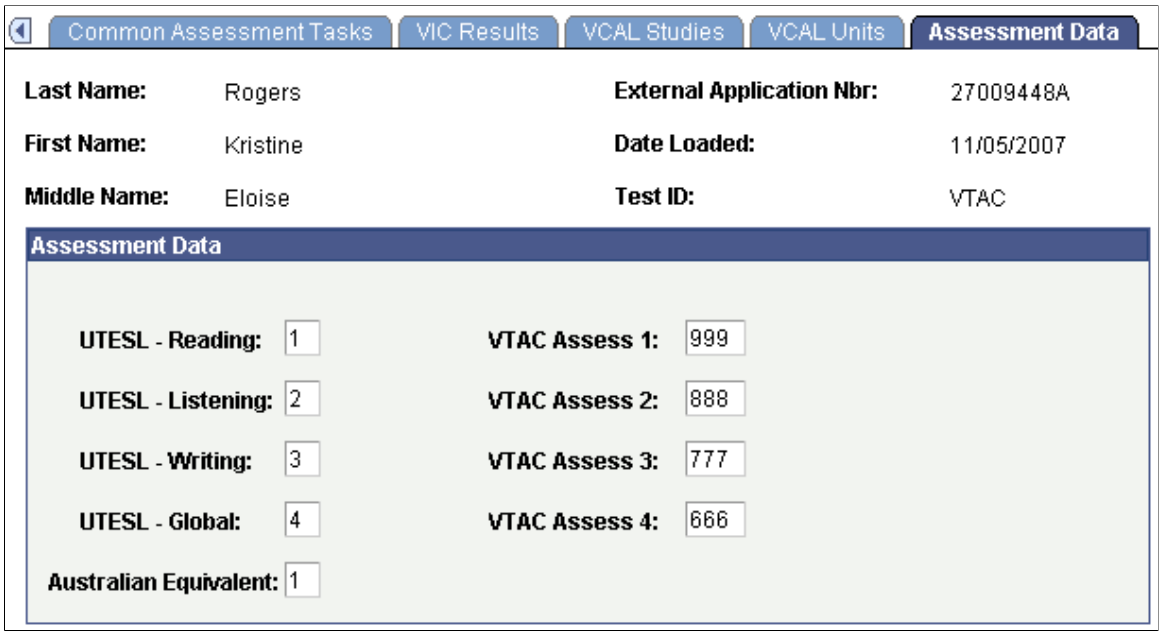
Reviewing Assessment Data

Access the Assessment Data page (Student Admissions > TAC Processing > TAC Suspense > Assessment Data).

Image: Assessment Data page

This example illustrates the fields and controls on the Assessment Data page.



The system displays this page only for VTAC. Use this page to view information related to assessment data for graduate entry teaching.

Reviewing Offers

Bundle 52

Updated screen shot to show new Forced Offer Reason.

Access the Offers page (Student Admissions > TAC Processing > TAC Suspense > Offers).

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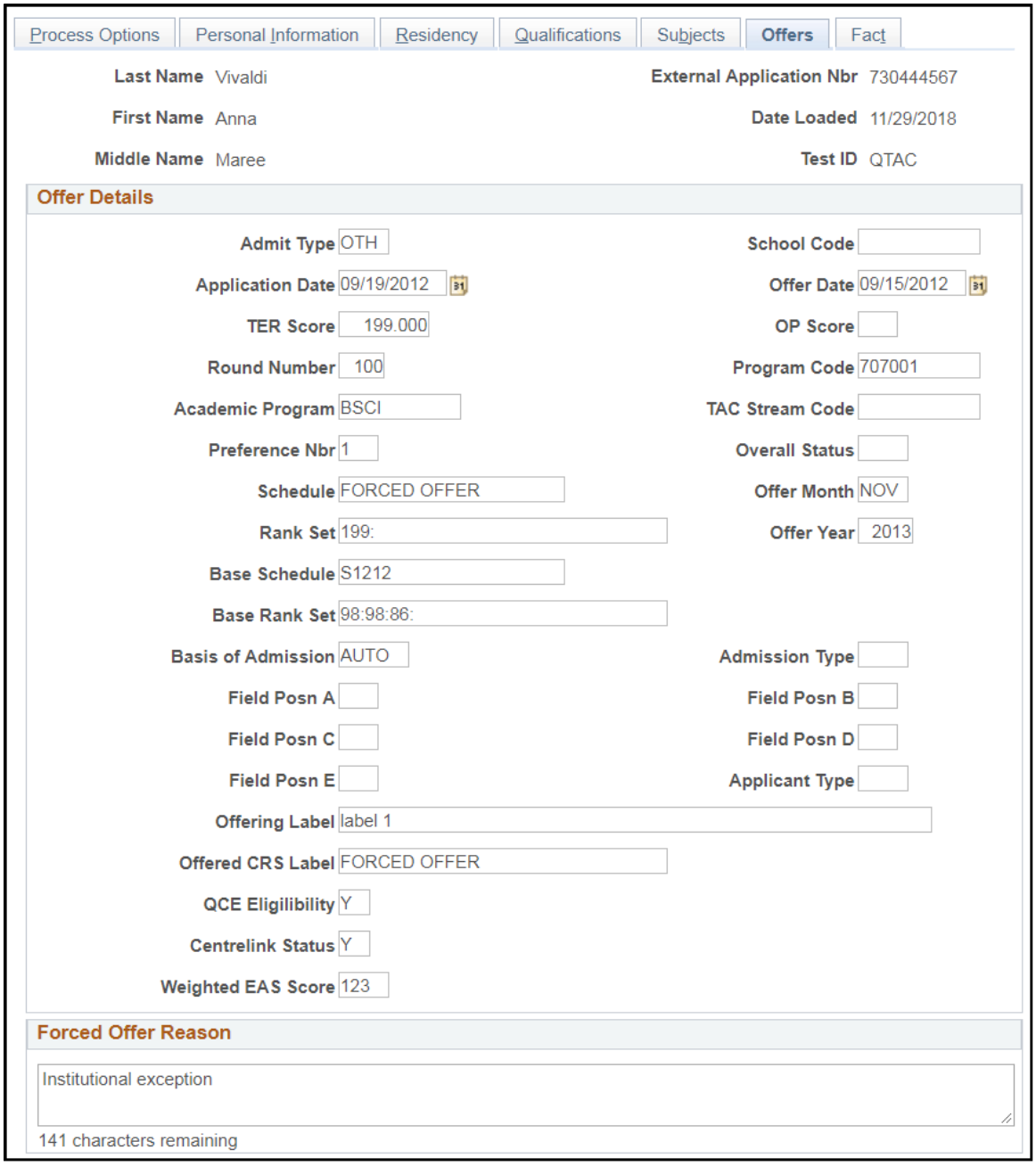
Image: Offers page

This example illustrates the fields and controls on the Offers page.



The information on the Offers page will vary depending on the TAC. Use this page to view the applicant's program of offer.

Reviewing FACT Data

Access the Fact page (Student Admissions > TAC Processing > TAC Suspense > Fact).

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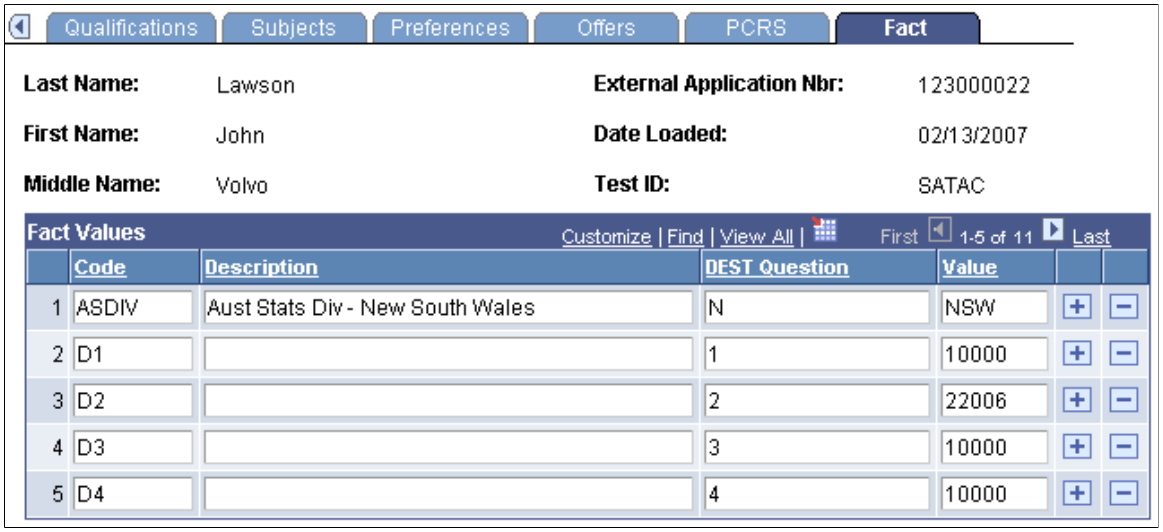
Image: Fact page

This example illustrates the fields and controls on the Fact page.



Use this page to view the data loaded from the FACT file.

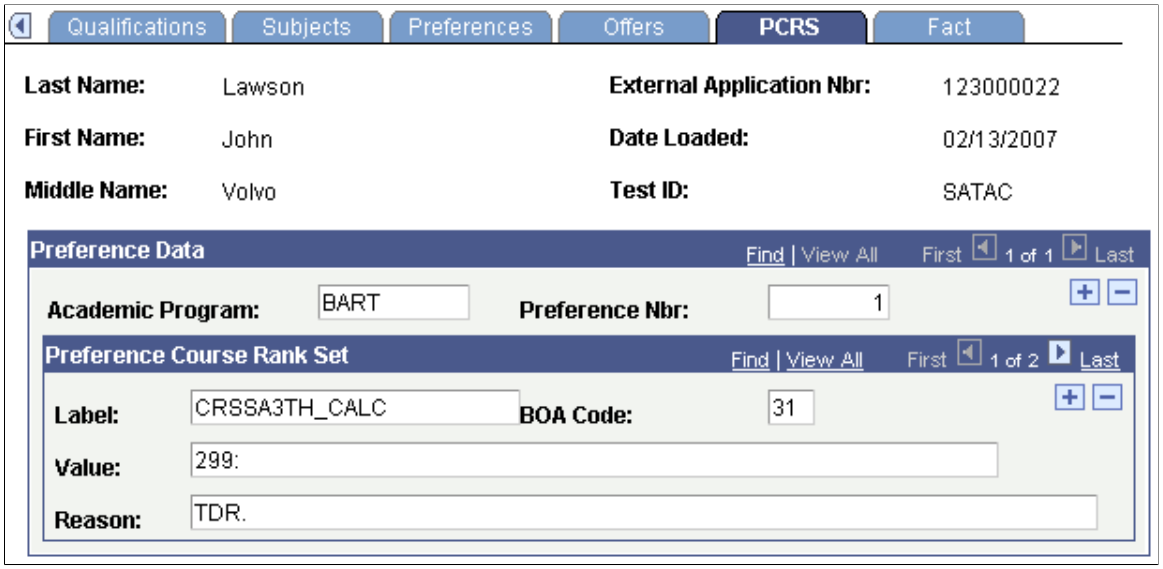
The Fact codes mapped to DEST Reference Numbers are posted to DEST Education Participation Details section of the Student Data AUS page. Select Campus Community > Personal Information (Student) > Biographical (Student) > Personal Attributes > Student Data AUS to navigate to the Student Data AUS page.

Reviewing PCRS Data

Access the PCRS page (Student Admissions > TAC Processing > TAC Suspense > PCRS).

Image: PCRS page

This example illustrates the fields and controls on the PCRS page.



The system displays this page only for SATAC. Use this page to confirm that the data has been loaded from the Preference Course Rank Set file.

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Performing Search/Match and Posting TAC Data

This section provides an overview of how to search/match and post external data, and discusses how to:

- Enter TAC run parameters.
- Enter TAC search/match parameters.

Understanding Performing Search/Match and Posting TAC Data

Once you have loaded the TAC data to the suspense file, you specify on the Search Parms page which TAC data to load into your database as new records, which TAC data to append to existing records in your database, and which TAC data to ignore or suspend. After choosing your search/match parameters, you can also set up the parameters for posting the TAC data, and you can run both processes at once: to update the suspense file accordingly and to post the TAC external data. Alternatively, you can first run the search/match process to update the suspense file and then later run the posting process to post the TAC external data to your database.

Admissions Information that the TAC Bulk Offer Data Load Populates

Examples of the admissions information populated by the TAC Post Process include:

- Personal data.
- Name and address data.
- Personal phone.
- Application Program Data page information.
- If there are multiple preferences, then additional program application data.
- Test results.
- External education data and school loading data including external degrees, courses, and subjects.
- Residency data.
- Government reporting information including education and training data, and Commonwealth Higher Education Student Support Number (CHESSN) and Student Learning Entitlement (SLE) information.

Pages Used to Perform Search/Match and Post TAC Data Loads

Page Name	*Definition Name*	*Navigation*	*Usage*
TAC Run Search/Match Post	SAD_TAC_POST_RUN	Student Admissions > TAC Processing > Search/Match/Post TAC > TAC Run Search/Match Post	Post external TAC data from suspense files. Before you post the data, however, set up the search/match parameters on the Search Parms page. You can post a single record or all of the records in the suspense file.

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Page Name	*Definition Name*	*Navigation*	*Usage*
Search Parms	SEARCH_PARMS	Student Admissions > TAC Processing > Search/Match/ Post TAC > Search Parms	Define search and match parameters, which specify the data that the system will append to existing records in your database and the TAC data that the system will ignore. See "Setting Up Search/ Match" (PeopleSoft Campus Solutions 9.2: Campus Community)

Entering TAC Run Parameters

Access the TAC Run Search/Match Post page (Student Admissions > TAC Processing > Search/Match/ Post TAC > TAC Run Search/Match Post).

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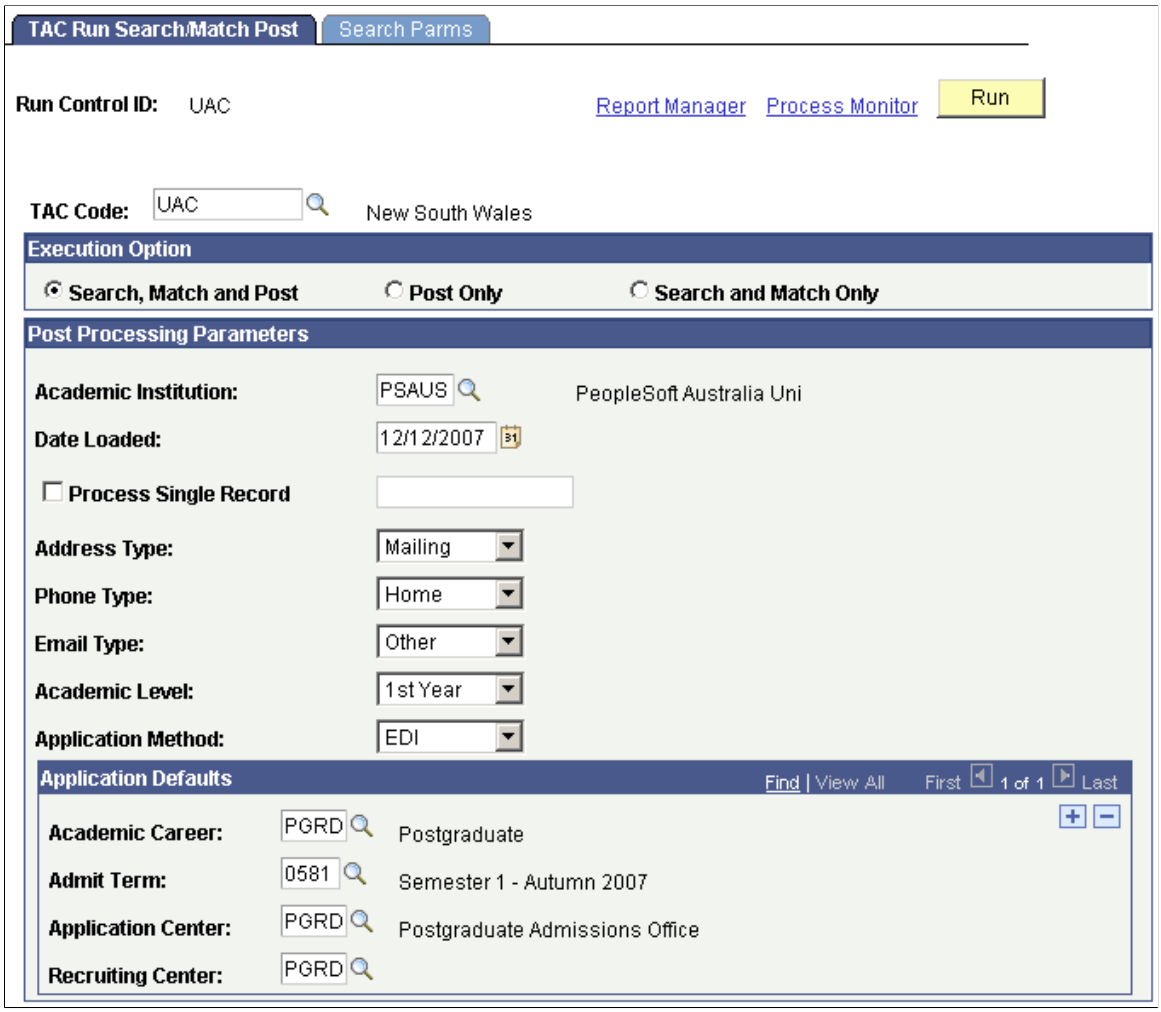
Image: TAC Run Search/Match Post page

This example illustrates the fields and controls on the TAC Run Search/Match Post page. You can find definitions for the fields and controls later on this page.



Enter the TAC test ID that you want to process. Once the TAC test ID is entered, the additional fields specific to the TAC will appear. You must have test ID security established to select a value. The prompt will only display test IDs for which you have security. This field is required.

Execution Option

Search, Match and Post	Select this option if you want the process to search your database for records that match the suspense record and post the suspense data to your database.
Post Only	Select this option if you only want to post the suspense data to your database (if you select this option, you must have already run search/match).
Search and Match Only	Select this option if you only want to run the search and match process on the suspense file. You will need to post the data later.

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Post Processing Parameters

Academic Institution

Enter the academic institution to which the applicant data will be posted.

Date Loaded

Enter the date for the data load.

Process Single Record

If you prefer to process and post a single record, in the Post Processing Parameters group box, select the Process Single Record check box and specify the external applicant number. Rather than processing the entire file, you can quickly process a single record. If you prefer to process the entire suspense file, do not select Process Single Record.

Address Type

If the search/match/post process adds a new record to your database, the process loads the address information from the TAC suspense record into the Addresses page. Select the address type that you want the process to assign to the new address. Define address types in the Address Type table.

For VTAC data:

- The search/match/post process assigns the address type that is set on the TAC Run Search/Match Post page to the postal address referenced on the Personal Information suspense page.
- The search/match/post process assigns the home address type set on the Campus Community Installation - Names / Addresses page to the residential address.
- If the Campus Community home address type field and the Address Type field have the same value (for example, *campus*), the search/match/post process posts only the postal address to the database and does not post the residential address.

Note: Do not select an address type if you want to post a SATAC file. The TAC Load process, by default, assigns the MAIL address type to the postal addresses provided by SATAC. Additionally, the TAC Load process, by default, assigns the HOME address type to the current addresses provided by SATAC.

Phone Type

Select the phone type that you want the process to assign.

Email Type

Select the email type that you want the process to assign.

Academic Level

Select the default academic level for this upload of applicants.

Application Method

Select the default application method for this upload of applicants.

Academic Career

Enter the academic career to which applicants will be posted.

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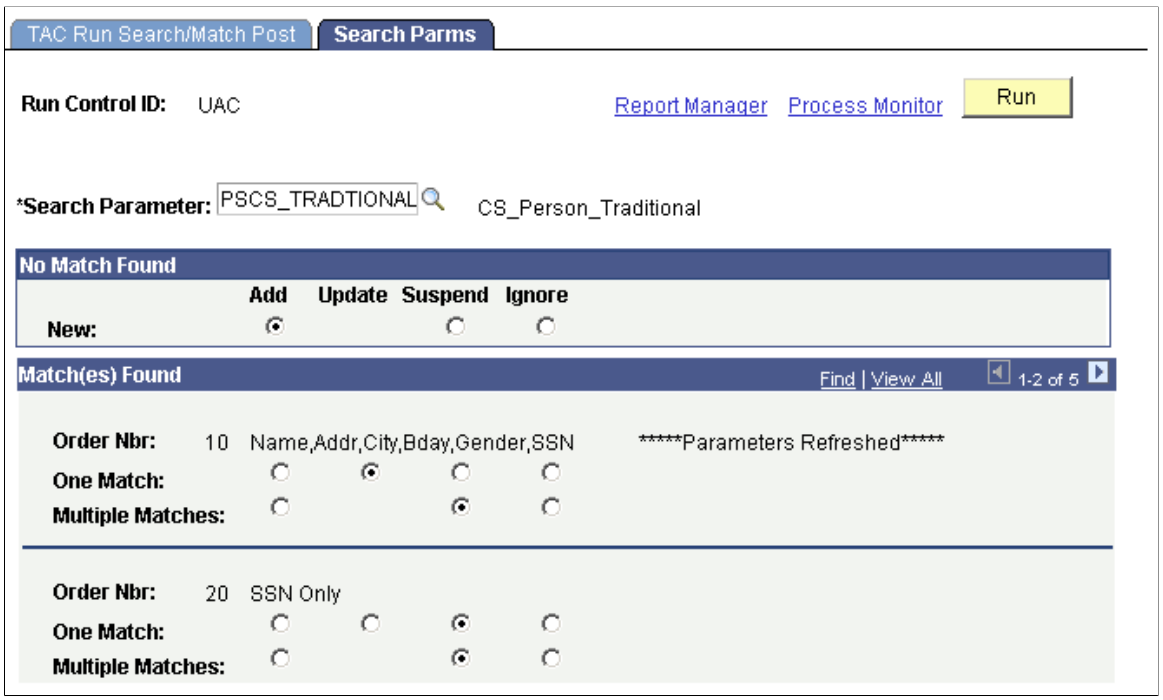
Admit Term	Enter the admit term for the applicants.
Application Center	Enter the default application center for these applicants.
Recruiting Center	Enter the default recruiting center for this upload of applicants.

Entering TAC Search/Match Parameters

Access the Search Parms page (Student Admissions > TAC Processing > Search/Match/Post TAC > Search Parms).

Image: Search Parms page

This example illustrates the fields and controls on the Search Parms page. You can find definitions for the fields and controls later on this page.



Use the Search Parameter field to select the group of predefined search parameters you want to use for the process.

Note: The words *Parameters Refreshed* appear if this is the first time that you have entered this page with this run control ID, or if any of the parameters on this page changed since the last time you accessed this page with this run control ID.

No Match Found

New	Select one of the following options to specify what the search/match/post process should do when it does not find a matching record in your database: *Add:* Add the unmatched record to your database, including personal data.

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Suspend: Keep the unmatched record in the suspense file to be looked at manually.

Ignore: Ignore the unmatched record completely. The process marks the record to be purged.

Match(es) Found

This group box contains one row for each search/match criteria order defined by your institution. Define search/match orders on the Search/Match Criteria page.

Order Nbr (order number)	For each order number, select what you want to do with the record if the search/match/post process discovers one or more matching records.
One Match and **Multiple Matches**	Select whether you want to add, update, suspend, or ignore matching records: *Add:* Add a new record to your database using the suspense record. *Update:* Update the existing record with the data in the suspense record. *Suspend:* Keep the suspense record back in the suspense table. You need to determine manually whether or not this record matches a record in your database. *Ignore:* Ignore the suspense record that matched a record in your database. The process marks the record to be purged.

Purging TAC Suspense Files and Messages

This section provides an overview of the purge process and discusses how to purge suspense data.

Understanding the Purge Process

Specify which TAC suspense file records to purge, and do the actual purging on the TAC Purge Parameters page. You can also purge TAC messages in this process. If you want to perform an analysis on your processing, perhaps at the end of a year, do not purge your messages with this process. Instead, purge them later, when you no longer need to view them.

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Page Used to Purge TAC Suspense Data

Page Name	*Definition Name*	*Navigation*	*Usage*
TAC Purge	SAD_TAC_PURGE	Student Admissions > TAC Processing > TAC Purge	Purge suspense records and messages for a specific TAC test ID.

Purging Suspense Data

Access the TAC Purge page (Student Admissions > TAC Processing > TAC Purge).

TAC Code Enter the TAC test ID that you want to delete from the suspense record. The TAC test ID list that appears in the prompt is based on the test ID security.

Date Loaded Enter the date when the files, which you want to purge, were loaded.

All Suspense Rows Select this option if you want to purge all of the records in your suspense table, regardless of the status of the Post field on the Process Options page.

Marked Suspense Rows Select this option if you only want to purge those records in your suspense file marked *Purge* in the Post field on the Process Options page. Select this option if you want to remove all suspense records that have been posted or set to purge and retain the suspense records outstanding for review or processing. The purge process will only delete suspense records with Purge in the *Post* field on the Process Options page.

Retain Associated Messages Select this option if you want to retain messages that are associated with the suspense records that you are purging.

Remove Associated Messages Select this option if you want to remove messages that are associated with the suspense records that you are purging.

Reviewing TAC Candidate Data

This section provides an overview of TAC student profile data and lists the pages used to review profile data.

Understanding TAC Candidate Data

After running the TAC Run Search/Match Post process, TAC student profile information, if posted to an ID, appears in the TAC Candidate Data component. Note that the TAC Load process loads the TAC file data to the suspense file for all TAC records. Suspense file data, however, is eventually purged, so the TAC Candidate Data pages have been provided so that you can later view the TAC data for those records that posted.

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The data on these pages is informational only. The Date Loaded field is also a key on the candidate data. Your institution therefore has a complete audit trail on what has been posted for a student, you can display the initial creation plus later updates from any additional offer rounds.

Not all data contained in the suspense tables is posted to the Recruiting and Admissions application. The system populates only minimal personal data; applicant data, external education data, and residency data in order to create an applicant. The student profile provides a means of inquiring on all data loaded to the suspense files for a posted student. This means your institution can refer back for a student's total TAC data but not all of it is used to create the student's admissions record.

The pages and data that appear on the TAC Candidate Data component are similar to the pages and data that appear on the TAC Suspense component. However, you cannot modify any information on the TAC Candidate Data component because the data has already been posted. The number of pages on the TAC Candidate Data component will vary depending on the TAC test ID.

Pages Used to View TAC Student Profile Data

Page Name	***Definition Name***	***Navigation***	***Usage***
Personal Information	SAD_TAC_CD_BIO	Student Admissions > TAC Processing > TAC Candidate Data > Personal Information	Demographic data appears on this page from the TAC Suspense–Personal Information page. This page also indicates if a personal record was created for this person in your database.
Address	SAD_TAC_CD_ADD_CUR	Student Admissions > TAC Processing > TAC Candidate Data > Address	Review address details about a student.
Qualifications	SAD_TAC_CD_QULSAS	Student Admissions > TAC Processing > TAC Candidate Data > Qualifications	Review qualifications details for a student.
Subjects	SAD_TAC_CD_SBJSA	Student Admissions > TAC Processing > TAC Candidate Data > Subjects	Review subjects taken by a student.
Offer	SAD_TAC_CD_OFFER	Student Admissions > TAC Processing > TAC Candidate Data > Offer	Review details about the offer for a student.
Fact	SAD_TAC_CD_FACT	Student Admissions > TAC Processing > TAC Candidate Data > FACT	Review FACT data (including DIISRTE questions) about a student.
Residency	SAD_TAC_CD_BIO_RES	Student Admissions > TAC Processing > TAC Candidate Data > Residency	Review residency and additional DIISRTE reporting information about a student.
Preferences	SAD_TAC_CD_PRFSA	Student Admissions > TAC Processing > TAC Candidate Data > Preferences	Review preference details for a student.

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Page Name	*Definition Name*	*Navigation*	*Usage*
VIC Data	SAD_TAC_CD_VIC_OTR	Student Admissions > TAC Processing > TAC Candidate Data > VIC Data	Review biographical and demographic information for a student from the Victorian TAC.
Common Assessment Tasks	SAD_TAC_CD_CAT	Student Admissions > TAC Processing > TAC Candidate Data > Common Assessment Tasks	Review common assessment task details for a student.
VIC Results	SAD_TAC_CD_VIC_RSL	Student Admissions > TAC Processing > TAC Candidate Data > VIC Results	Review results details for a student from the Victorian TAC.
VCAL Studies	SAD_TAC_CD_VCL	Student Admissions > TAC Processing > TAC Candidate Data > VCAL Studies	Review information about VCAL Studies.
VCAL Units	SAD_TAC_CD_VCU	Student Admissions > TAC Processing > TAC Candidate Data > VCAL Units	Review information about VCAL units.
Assessment Data	SAD_TAC_CD_VIC_AS	Student Admissions > TAC Processing > TAC Candidate Data > Assessment Data	Review information about assessment data for graduate entry teaching.
PCRS (preference course rank set)	SAD_TAC_CD_PCRSA	Student Admissions > TAC Processing > TAC Candidate Data > PCRS	Review a student's preference course rank set information.

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