Shortcuts/Notes for E-Docs and Admin Center

E-DOCS:

Resend Button for recommendations: There is now a resend button in the edoc area where departments can resend a recommendation if they see that it has not been received. Students cannot resend them, so this may be helpful if you see that one is missing. You will see this button on the edoc, near the status of the recommendations.

Transferring apps from one department to another: If a student contacts you and the student meant to apply to another department, you can transfer the application in the edoc area to another department. You will need to open the edoc, update the program/plan and hit the ‘RESUBMIT’ button. This will route it to the correct application. This not move the application out of your Admin Center and you will need to contact me to do this. This is a future enhancement that we hope to make happen automatically.

Approve/None/Cancel Button in Action List: Some of you may have noticed these new options when you are looking at your ACTION LIST in Onestar. They are listed to the right of each applicants name. This will only be helpful in pushing through applications quickly that already have decisions made on them. It is not a batch admit/deny program, but rather a way for the College or the Graduate School or International Admissions to batch process denies. There is a future enhancement that will give departments the ability to batch admit/deny students, but that will be some time before it is ready.

Action Buttons on edoc:

SAVE: You can make changes to the program, plan, semester, action, etc and hit ‘SAVE’ and this keeps it in your inbox until you are ready to rout it to the next person.

TAKE ACTION: This routes the app to the next person, for example, to the College. You want to make sure that program, plan and term are correct and enter the correct Action and Reason. This will remove the app from your inbox in Onestar.

CLOSE: This closes the application but it doesn’t leave your inbox

CANCEL: Please do not use this button as this completely cancels the application and at this point there is no way to retrieve the application. This name may change to be something more obvious.

RESUBMIT: If you transfer the app to another department, you will want to hit this button after you put the correct program/plan information in.
Admin Center:

You can sort your applications by clicking the headings above each column such as Status (submitted or in-progress) Name, email, etc. Keep in mind that when you open the Admin Center the default is only showing the apps within the last 14 days, so you won’t see the entire list automatically. Once the queries are working better in the next few weeks, I’ll send out a document explaining how to search beyond 14 days and ways to search.

Once you click on an application number, you can then see the application, for both in-progress and submitted applicants. You can look at the application in two ways;

1) View the PDF. This will show all the fields, although some may be incomplete is the application is still in progress.

2) View the actual application the way the student sees it. This is most helpful if a student calls you and is having trouble or possibly has an error then you can look at the application and see what the error is they are getting and try to help them. If you cannot help them at this point, then you can refer them to our office for help.

PLEASE NOTE THAT IF YOU ARE NOT THE PERSON WHO IS ADMITTING STUDENTS IN ONESTART, THEN YOU MAY NOT WANT TO KEEP YOUR ACCESS IN ONESTART AND USE THE ADMIN CENTER ONLY.

UPCOMING ENHANCEMENTS (within in the next few weeks)

The recommendation form will be available in the edoc as a PDF and will be easier to print. Also the codes will be eliminated on the recommendation form (V, E, O, etc) and the actual word will be spelled out.

The Admin Center will have better searching ability so you can search by a date range, and be able to search beyond the past 14 days.

After these enhancements are done, other changes will be fixed as needed, but we won’t be able to change many things until our annual maintenance window. The developers will still be able to fix problems as necessary.
You can sort by clicking on these headings.

<table>
<thead>
<tr>
<th>Id</th>
<th>Type</th>
<th>Title</th>
<th>Status</th>
<th>Action Requested</th>
<th>Initiator</th>
<th>Debugger</th>
<th>Date Created</th>
<th>Group Request</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>237222513</td>
<td>Graduate Admissions Application</td>
<td>Graduate Admissions Application - EU00052796 IUSRA-EDGS</td>
<td>EXCEPTION</td>
<td>COMPLETE</td>
<td>5523556</td>
<td>01:58 AM</td>
<td>06/27/2010</td>
<td>$55, ADM, APPROVED, NON-GRD</td>
<td>NONE</td>
</tr>
<tr>
<td>237222514</td>
<td>Travel Trip Reimbursement</td>
<td>Traveler: JWATWILL</td>
<td>ENROUTE</td>
<td>APPROVE</td>
<td>5523556</td>
<td>12:01 AM</td>
<td>06/27/2010</td>
<td>$55, ADM, APPROVED, NON-GRD</td>
<td>NONE</td>
</tr>
<tr>
<td>237222515</td>
<td>Graduate Admissions Application</td>
<td>Graduate Admissions Application - EU000621116 IUNEA-MED</td>
<td>EXCEPTION</td>
<td>COMPLETE</td>
<td>5523556</td>
<td>12:01 AM</td>
<td>06/27/2010</td>
<td>$55, ADM, APPROVED, NON-GRD</td>
<td>NONE</td>
</tr>
<tr>
<td>237222516</td>
<td>Graduate Admissions Application</td>
<td>Graduate Admissions Application - EU000621158 IUNEA-MED</td>
<td>EXCEPTION</td>
<td>COMPLETE</td>
<td>5523556</td>
<td>12:01 AM</td>
<td>06/27/2010</td>
<td>$55, ADM, APPROVED, NON-GRD</td>
<td>NONE</td>
</tr>
<tr>
<td>237222517</td>
<td>Graduate Admissions Application</td>
<td>Graduate Admissions Application - EU000621023 IUNEA-MED</td>
<td>EXCEPTION</td>
<td>COMPLETE</td>
<td>5523556</td>
<td>12:01 AM</td>
<td>06/27/2010</td>
<td>$55, ADM, APPROVED, NON-GRD</td>
<td>NONE</td>
</tr>
<tr>
<td>237222518</td>
<td>Graduate Admissions Application</td>
<td>Graduate Admissions Application - EU000621103 IUNEA-MED</td>
<td>EXCEPTION</td>
<td>COMPLETE</td>
<td>5523556</td>
<td>12:01 AM</td>
<td>06/27/2010</td>
<td>$55, ADM, APPROVED, NON-GRD</td>
<td>NONE</td>
</tr>
<tr>
<td>237222519</td>
<td>Graduate Admissions Application</td>
<td>Graduate Admissions Application - EU000621048 IUNEA-MED</td>
<td>EXCEPTION</td>
<td>COMPLETE</td>
<td>5523556</td>
<td>12:01 AM</td>
<td>06/27/2010</td>
<td>$55, ADM, APPROVED, NON-GRD</td>
<td>NONE</td>
</tr>
</tbody>
</table>

MORE INFO: work@iu.edu

Be careful with this, see Edoc Notes for more detail.
### Document Search

#### Document Lookup

| Type: | SIS, ADM, NonUgrd, app |
| Initator: |          |
| Document/Notification ID: |          |
| Date Created From: |          |
| Date Created To: |          |
| Name this search (optional): |          |

#### Additional Information

- **More Info:** web@iu.edu
- **Save your Recent Searches**
### IU Admissions Application

**Doc Nbr:** 6935205  
**Status:** ENROUTE  
**Initiator:** sise  
**Created:** 02:08 PM 09/03/2010

---

**IU000054267 IUBLA-CSCI6 Ciulla, Fabio**

#### Document Overview

**Description**

IU000054267 IUBLA-CSCI6 Ciulla, Fabio

#### Graduate eApplication Routing

<table>
<thead>
<tr>
<th>Name</th>
<th>Fabio Ciulla</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus</td>
<td>BL - Bloomington</td>
</tr>
<tr>
<td>School</td>
<td>GRIN - Graduate School - Info &amp; Cmptg</td>
</tr>
<tr>
<td>Career</td>
<td>GRAD - Graduate</td>
</tr>
<tr>
<td>Application Center</td>
<td>GINT - GRAD International Admissions</td>
</tr>
<tr>
<td>Program</td>
<td>INFO6 - Informatics PhD</td>
</tr>
<tr>
<td>Plan</td>
<td>Plan ...</td>
</tr>
<tr>
<td>Subplan</td>
<td>Subplan ...</td>
</tr>
<tr>
<td>Admit Term</td>
<td>Spring 2011</td>
</tr>
<tr>
<td>Action</td>
<td>Admit</td>
</tr>
<tr>
<td>Reason</td>
<td></td>
</tr>
<tr>
<td>Residency</td>
<td>Non-Indiana Resident</td>
</tr>
<tr>
<td>Original Application</td>
<td>Download PDF</td>
</tr>
</tbody>
</table>

---

#### Recommendations

Francesco Sciortino  
Title: Prof.  
Institution: Università di Roma La Sapienza  
Dipartimento di Fisica  
Università di Roma La Sapienza  
Piazzale Aldo Moro 5  
Roma, LAZIO ITA  
00185  
Phone: 00390649913799  
Status: SUCCESS  
Email: francesco.sciortino@phys.uniroma1.it

Please comment specifically on the applicant's strengths and limitations for graduate study.  
Mr. Fabio Ciulla has joined in my group during his master, performing research on the formation process of colloidal gels. This work has been done in collaboration with the group of David Weitz from Harvard (USA). The work has appeared in Nature and, in a more detailed form, in J. Phys. Condens. Matter.

---

https://uisapp2.iu.edu/sisrice-prd/NonUgrdApp.do?methodToCall=docHandler&docId=69...  
9/17/2010
Fabio is coauthor of both articles. He has actively worked in the research performed in Roma, writing codes to analyze molecular dynamics and Monte Carlo trajectories, aiming at calculating cluster size distributions, structure factors, percolation properties. He has devised a method to maximize the agreement between the experimental and numerical data, making it possible to map the evolution of the experimental system into a theoretical model. Fabio is a brilliant student, motivated and autonomous. He has been able to build an deep knowledge in the field of colloidal aggregation and has been able to interpret properly his finding. I think he will be an excellent Ph.D. student.

Address:
Dipartimento di Fisica
Università di Roma La Sapienza
Piazzale Aldo Moro 5
Roma, LAZIO ITA
00185
E-mail Address:
francesco.sciortino@phys.uniroma1.it
Institution:
Università di Roma La Sapienza
Name:
Francesco Sciortino
Phone Number:
00390649913799
Title:
Prof.
In what capacity?
Faculty
How long have you known the applicant?
3 years
What is your relationship to the applicant?
master mentor
Ability to plan and conduct research:
Excellent (Top 10%)
Creativity and originality:
E
Dependability:
E
How many students have you known at this level?
15
Ability to work independently:
E
Integrity:
O
Intellectual potential:
E
Knowledge in chosen field:
E
Lab skills:
E
Emotional maturity:
E
Motivation for graduate study:
O
Oral expression:
E
Overall potential for graduate work:
O
Indicate the strength of your overall endorsement on the following scale:
Highly Recommended
Professional promise:
E

* A PDF of the recommendation will be available soon.
Self-confidence: E
Teaching potential: O
Ability to work on a team: E
Writing ability: E

Emanuela Zaccarelli
Dipartimento di Fisica
Università di Roma La Sapienza
Piazzale Aldo Moro 5
Roma, LAZIO ITA
00185
Phone: 00390649913524
Status: SUCCESS
Email: emanuela.zaccarelli@phys.uniroma1.it

Add a supporting document: fabio-ENG.doc

Please comment specifically on the applicant's strengths and limitations for graduate study.
I see no limitations of the applicant toward graduate study, while his strengths are outstanding. He already showed great capabilities of performing original research, working in team, developing his own methods and analytic tools, writing reports.

Address:
Dipartimento di Fisica
Università di Roma La Sapienza
Piazzale Aldo Moro 5
Roma, LAZIO ITA
00185
E-mail Address:
emanuela.zaccarelli@phys.uniroma1.it

Name:
Emanuela Zaccarelli
Phone Number:
00390649913524
In what capacity?
Faculty
How long have you known the applicant?
4 years
What is your relationship to the applicant?
(Co-)Supervised his diploma and master thesis
Ability to plan and conduct research:
Excellent (Top 10%)
Creativity and originality:
O
Dependability:
O
How many students have you known at this level?
30
Ability to work independently:
E
Integrity:
T
Intellectual potential:
O
Knowledge in chosen field:
E
Lab skills:
E
Emotional maturity:
O
Motivation for graduate study:

T

Oral expression:

O

Overall potential for graduate work:

O

Indicate the strength of your overall endorsement on the following scale:

Highly Recommended

Professional promise:

O

Self-confidence:

O

Teaching potential:

O

Ability to work on a team:

O

Writing ability:

E

Add 'l letters from recommenders
<table>
<thead>
<tr>
<th>App Sr</th>
<th>App ID</th>
<th>Applicant Name</th>
<th>E-Mail Addr</th>
<th>Campus</th>
<th>BirthDt</th>
<th>Submit</th>
<th>Status</th>
<th>Pay Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>IU00452230</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Hopkins, Benjamin James</td>
<td><a href="mailto:hopkinsbenjaminjames@iu.edu">hopkinsbenjaminjames@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452193</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Maldonado, Isabel</td>
<td><a href="mailto:imaldonado@iu.edu">imaldonado@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452194</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Gay, Andrew David</td>
<td><a href="mailto:andrew.gay@iu.edu">andrew.gay@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452173</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Shuman, Heath Allison</td>
<td><a href="mailto:shuman@iu.edu">shuman@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452166</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Whelan, Michael Joseph</td>
<td><a href="mailto:michael.whelan@iu.edu">michael.whelan@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452165</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Okoro, Romeo H</td>
<td><a href="mailto:romeo.okoro@iu.edu">romeo.okoro@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452143</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Pohland, Louise Marie</td>
<td><a href="mailto:louise.pohland@iu.edu">louise.pohland@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452133</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Pohland, Louise Marie</td>
<td><a href="mailto:louise.pohland@iu.edu">louise.pohland@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Speicher, Audrey Grace</td>
<td><a href="mailto:audrey.speicher@iu.edu">audrey.speicher@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Venkatesan, Shyam</td>
<td><a href="mailto:shyamvenkatesan@gmail.com">shyamvenkatesan@gmail.com</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Null</td>
<td><a href="mailto:null@gmail.com">null@gmail.com</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Freund, Emily Regina</td>
<td><a href="mailto:emilyfreund@gmail.com">emilyfreund@gmail.com</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Nicolle, Claire Anne</td>
<td><a href="mailto:clairenolle@gmail.com">clairenolle@gmail.com</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Lawrence, Andrew Jordan</td>
<td><a href="mailto:lawrence.andrew@iu.edu">lawrence.andrew@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Lothes, Jonathan David</td>
<td><a href="mailto:jonathan.lothes@iu.edu">jonathan.lothes@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Sinclair, Vanessa M. A.</td>
<td>vanessa.s <a href="mailto:Sinclair@iu.edu">Sinclair@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>LeClerc, Sarah</td>
<td><a href="mailto:sarah.leclerc@iu.edu">sarah.leclerc@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Caine, Mia</td>
<td><a href="mailto:mia.caine@iu.edu">mia.caine@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Thurgood, Gary Roy</td>
<td><a href="mailto:gary.thurgood@iu.edu">gary.thurgood@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Segara, Alison Catherine</td>
<td><a href="mailto:alison.segara@iu.edu">alison.segara@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Frey, Matthew</td>
<td><a href="mailto:matthewfrey@iu.edu">matthewfrey@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Pena, Philip Daniel</td>
<td><a href="mailto:philip.pena@iu.edu">philip.pena@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Kendrick, Elise</td>
<td><a href="mailto:elise.kendrick@iu.edu">elise.kendrick@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Liu, Ru</td>
<td><a href="mailto:ru.liu@iu.edu">ru.liu@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Waller, Steven Luther</td>
<td><a href="mailto:steven.waller@iu.edu">steven.waller@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Jackson, Yonnea Alicia</td>
<td><a href="mailto:yonnea.jackson@iu.edu">yonnea.jackson@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IU00452123</td>
<td>IULIB-GRAD-MASTER-V1</td>
<td>Spring, Eric</td>
<td><a href="mailto:eric.springer@iu.edu">eric.springer@iu.edu</a></td>
<td>IULIB</td>
<td>In Progress</td>
<td>Unknown</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Administrative Detail - eApp

Detail for Application IU000621331

App Nbr: IU000621331
App Group: ADM-GRAD
Status: Unknown
Last Update: 80000239384
Payment Status: Unknown
App Id: IUBLA-GRAD-DEGR-MASTERT-361
Create Date: 80000239384
Submit Date: 
Cr Card Resp: 55.00
E-Mail Addr: peteresboyer@gmail.com
Cr Card Resp Date: 
Cr Card Resp Mag: 
Cr Card Resp Cvd: 
Institution: IUBLA

Actions

View PDF  Read Only View  View actual application and view errors  Submit Application

Return to Previous Screen

https://uisapp2.iu.edu/sisad-prd/s/Admin.do?stateIndex=0&selectedApp=IU000621331&m...  9/17/2010