# PERSONALIZATIONS IN MYUFL: INCLUDE HISTORY AND VIEW ALL

This instruction guide will step you through the process of setting a page in myUFL to Include History or View All.

### NAVIGATION

Navigate to the appropriate page in myUFL. Enter search criteria and select **Search**.

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ID	Academic Career	Student Career Nbr	Program Short Descr	Institution Short Descr	Name	Gender	Date of Birth	Campus ID	National ID	National ID Country	NID Short Description	Last Name	First Name
11112222	Undergrad	0	LibArt Sci	UFLOR	Alligator, Albert	Unknown	**/**/****	(blank)	******	USA	SSN	ALLIGATOR	ALDEDT
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## INCLUDE HISTORY

- 1. Select Include History check box.
- 2. Select record.

▼ Searc	ch Criteria												
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ID	Career	Career Nbr	Descr	Descr	Name	Gender	Birth	ID	ID	Country	Description	Last Name	Name
11112222	Undergrad	0	LibArt Sci	UFLOR	Alligator, Albert	Unknown	**/**/****	(blank)	******	USA	SSN	ALLIGATOR	ALBERT
22222222	Graduate	1	AgLifeSci	UFLOR	Alligator, Alberta B	Female	**/**/****	(blank)	*******	USA	SSN	ALLIGATOR	ALBERTA
12121212	Undergrad	2	Journalism	UFLOR	Alligator, Alberta B	Female	**/**/***	(blank)	*******	USA	SSN	ALLIGATOR	ALBERTA



Note: You have to select right arrows to see additional pages.

Student Program Student	Plan Student S	ub-Plan Ado	ditional Information	Studer	nt <u>A</u> ttributes	Student Degrees	Stude	nt <u>D</u> iplon	a
Alberta Alligator			12121212	0	*	M 🛙	} 💬		
Academic Career:	Undergraduate	Car	eer Requirement Ter	m	Student C	areer Nbr 2			
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Status:	Completed Progra	am							+ -
*Effective Dat	e 05/22/2018 関				Effe	ctive Sequence	1		
*Program Action	n PRGC 🔍	Program Chang	je			Action Date 05	/22/2018		
Action Reaso	n CMAJ 🔍	Change Major			Joint Prog	Appr:			
*Academic Institutio	N UFLOR	University of Flo	orida						
*Academic Program	n UGLAS 🔍	Liberal Arts and	I Sciences	1	Admissions				
*Admit Terr	n 2178 🔍	Fall 2017			From App	plication Application Nbr			
Requirement Terr	n 2188 🔍	Fall 2018			Applicati	on Program Nbr	0		
Expected Grad Term:	2188 🔍	Fall 2018				*Campus MA	AIN Q	Main	
Last Updated O	n 05/22/2018 3:37	':17PM			*/	Academic Load Fu	ll-Time	~	
В	y 55555555								

### View All

1. Select View All to see all records displayed instead of having to click through pages.

Student Program	Student Plan	Student Sub-Plan	Additional Information	Student Attributes	Student Degrees	Student Diploma
Alberta Alligator			12121212	⊘ ★	18 🖬 🤅	Ð
Academic Career:	Under	graduate	Career Requirement Ter	m Student C	areer Nbr 2	
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Status:	Comp	leted Program				+ -
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Actio	on Reason CMA.	J 🔍 Change N	Major	Joint Prog	J Appr:	
*Academic	Institution UFLC	R University	/ of Florida			
*Academi	c Program UGLA	AS 🔍 Liberal Ar	ts and Sciences	Admissions	÷	
*A	dmit Term 2178	Fall 2017		From Ap	plication Application Nbr	
Requirer	nent Term 2188	C Fall 2018		Applicat	ion Program Nbr 0	
Expected Grad Te	erm: 2188	Fall 2018			*Campus MAIN	Main
Last U	pdated On 05/2	2/2018 3:37:17PM		*	Academic Load Full-Tin	ne 🗸
	By 5555	5555				

2. Select Personalize Page.



- 3. Select the Save the state of the View All settings on this page.
- 4. Click OK.





Calcer Copy Settings
Page Personalization
Put this page in front (the current tab) when I come into this component.
Save the state of the View All settings on this page.
Save tabbing order personalized below.
To define new tabbing order, select Clear Tabbing Order, then click items to include in desired sequence.
This new Tab order setting may be overridden by the people code command SetCursorpos().
To rearrange tabbing order, select Remove from order, Move up in order, or Move down in order, then click appropriate items to rearrange.
Clear Tabbing Order Restore Default

# FOR ADDITIONAL ASSISTANCE

Technical Issues The UF Computing Help Desk 352-392-HELP helpdesk.ufl.edu