Evaluating Applications in Grad Slate

To begin evaluating the application that have been assigned to you in Slate, go to https://gograd.ou.edu/reader

- Log in using your OUNetID and regular password
- Select the Academic Unit Review workflow

Slate Reader	2	₽	*			9	¢		Search
				Rea Applica	der ations	Ac	Workflow ademic Unit Revie	ew	

Slate by Technolutions (University of Oklahoma Graduate Admissions)

• You will see the Reader Home page.

slate	Hello, Amy Shaw.	
Home		The Slate Reader
Browse		Navigating the Interface
Search		The Slate Reader is designed to be navigated using both the mouse and keyboard. While some users may be accustomed to using only the mouse to navigate web pages, using keyboard shortcuts enables faster navigation,
Queue		and we've included several keyboard shortcuts in the Slate Reader to help you move through applications quickly.
Recent		Using the Mouse
Share		Click tabs in the left panel to change sections Double dick on a page to zeem in
Classify		Right-click on a page to zoom out Click-and-drag to move within/between pages
Help		Using the Keyboard
Exit		 Arrow Keys: maye updown/ldfright PQ UP(PD Down: page top page down +/~: 200m in, 200m out Tab: next section in index Shift + Tab: previous section in index 1-9: display 1st tab. 201 dtab, etc. in index Crirl + Leff/Right Arrow: rotate page (Mac) Shift + H: toggle highlight remover H: toggle highlight editor H: toggle highlight ender H: toggle display of queue R: toggle display of queue Stoggle display of Review Form / Send to Bin Stogle display of Review Form / Send to Bin Esc: close open panels, return to first section

• To evaluate the applications that have been assigned to you, click on **Queue**.

$\leftrightarrow \ \ni \ {\tt G}$	gograd.ou.edu/manage/reader/?r=%2fmanage%2f8tb=ee33549f-6151-4500-9d40-c6ab1999d9c78ttab=queue									\$	e :		
slate	Queue (3)								Build Query	Classify Refresh Ren	nove from Que	1e (0)	
Home	Sooner ID	App Tags	Entry Term	Submitted	Name	Major Code	Major Description	Bin	Person Tags	Search			1 –
Browse	 Amy Shaw, Emilie Gordon 		Fall 2020	09/06/19	Durden, Tyler	M805	Public Administration - Tulsa Campus	Ready for Academic Unit	Has D	All Bins		•	J
Search Queue	 Amy Shaw, Emilie Gordon, User Test 		Fall 2019	06/24/19	Testing, Just	M850	Spanish - Norman Campus	Ready for Academic Unit	First	Default Y Filter NOT (OR)	•]
Recent	 Amy Shaw, Mike Jenkins 		Fall 2020	08/01/19	Testing, Matt	D005	Adult and Higher Education, PhD - N	Ready for Academic Unit	Test				
Share													
Classify													
Help													
Exit													

- Click on the first application in your Queue. Once it opens you will see the following:
 - Left navigation column shows the application and credentials associated with the application.
 - You may navigate through the application and credentials by clicking the credentials in the left navigation
 - If the credentials in the left navigation pane are grayed out then they have not been submitted.
 - The center pane this where you can view the application and credentials.
 - The document in the center pane changes as you click on credentials in the left navigation column.

clata	461514028 Durden, Tyler				Has Duplicat	e Test Record Search	-
Sidle	1 / 6, Application						
Application	Left Navigation pane			·			
Transcripts			Biographical li	itormation		Program Select	ion
Statement of P			Biographical			Form Title	Program Selection
			First Name	Tyler		University of Oklahoma Histor	у
Resume / CV	-		Last Name	Durden		lave you ever been admitted to	Yes
			Sex	Male		he University of Oklahoma?	
Letters of Rec			Birthdate	01/01/1979		Which campus(es) were you admitted to? (Select all that	Norman - Main Campus
			Birthplace	United States		apply)	
Writing Sample			Contact			After your admission, did you	Yes
			Email	emilie.gordon@ou.edu		enroll and attend classes at the	
Review Forms			Phone	+1 405-325-7752		Program and Entry Term	
			Mailing Address	721 Elm Ave Norman, OK 73019-2100 United States		Select your primary program	Tulsa Public Administration - Tulsa Campus
Misc. Docs			Permanent Address	721 Elm Ave Norman, OK 73019-2100 United States		How did you hear about this degree program?	Former OU/PACS/CLS Student
			Citizenship			f you have read the Provisional	Tyler Durden
	_		Citizenship Status	United States Citizen		o the terms and conditions of	
		anter pape	Primary Citizenship	United States		Provisional Admission, please	
	Ce	enter pane	Ethnicity			n place of your signature.	
	_		Hispanic	No		Scholarship and Financial Sup	oport Information
			Race	White		Please select the type of inancial support you will use to und your educational and living spenses during your stendance at the University of Oklahoma. (Check all that apply)	Personal Funds (selt, parent, or family s

• To begin the Reader Evaluation process, click the Review Form/Send to Bin Icon in the bottom right corner.



• Click the Review Form – Evaluation box.

Has Duplicate	Test Record	Search		■
	Review Form	n - Evaluation		
	Send to Bin			
	Current Bin Ready for Evalu	ator Review		
	Next Bin (requir Ready for Eval	red) luator Review		•
	Next Reader (o	ptional)		_
	Send		Draft Saved	
		Povic	w Form / Send to Pin	÷.
		Revie	wironni / Senu to Bin	

• This will open the Review form.

clata	461514028 Durden, Tyler Has Duplicate	Test Record Search 틎
Transcripts	1 / 2, Statement of Purpose (Personal Statement/Statement of Purpose)	Review Form - Evaluation
Statement of P		Evaluation
Resume / CV	Statement of Purpose 3 wolf moon commodo je	Program Fit Poor
Letters of Rec Writing Sample	Lorem ipsum dolor amet tousled non culpa polaroid literally butcher, velit Letterpress vaporware tr vice slow-carb occupy jean shorts qui keytar lo-fi plaid. Direct trade raw denim polaroid. Stret	Fair Good Excellent
Review Forms	kitsch single-ongin coffee commodo sellles meggings id-bit cupidatat deserunt veilt comhole to nostrud ut narwhal truffaut chillwave. Af culpa adipiscing, ir my distillery	Academic Fit Poor Fair
Thesis Abstract Misc. Docs	snackwave organic oo rabeete cronur oor pary beard russ fund fou poy-by parazen toos mustache. Offal lo-fi bitters, actually everyday carry consecteur hot Tote beg in gluten-free n chikaka kefkab kunidatat Buebuck' kanone setux brookkin ilabing bears actually definition	Good Excellent Relevant Experience
Dossier	gentrify fugial ullamco poke pug. Selvage sint mikshk, selfise do quis sriracha literalizat ad umani skateboard schiltz isole-origin coffee sulway	None Minimal Average
Decision Letters	tile vice.	Above Average Statement of Purpose Score
	Consectetur ut quinoa enim, woke elit laborum in subway tile dreamcatcher deep y. Whatever et nisi, trust fund actually consequat vegan XOXO DIY proident slow-carb tattooed beard pickled. IPhone palo santo af, Iomo portland labore tbh umamit. Nulla kinfolk succulents	Statement of Purpose / Personal Statement Notes

- Complete the Review Form as needed. Remember you can toggle through the application and credentials and view each credentials in the center pane as you are completing the Review form.
- Once your evaluation is complete, click Send (at the bottom of the Review Form.

Send to Bin	
Current Bin Ready for Evaluator Review	
Next Bin (required) Ready for Recommended Decision	\checkmark
Send	Draft Saved

• By clicking **Send**, you have completed your evaluation. Once all the evaluations are completed for this application it will flow to the **Ready for Recommended Decision** bin where the Department Administrator will enter the official recommendation for your academic unit.

• To return to your Queue to evaluate, you next application, click on Slate in the top left corner.

clate /	461514028 Durden, Tyler			Has Duplica	te Test Record Se	arch
Slate	1 / 6, Application					
Application Transcripts		Biographical	I Information	- 1	Program Sele	ction
Statement of P		Biographical			Form Title	Program Selection
Resume / CV		First Name Last Name	Tyler Durden Male	_	University of Oklahoma His Have you ever been admitted the University of Oklahoma?	tory to Yes
Letters of Rec		Birthdate Birthplace	01/01/1979 United States	_	Which campus(es) were you admitted to? (Select all that	Norman - Main Campus
Writing Sample		Contact Email	emilie.gardon@ou.edu		After your admission, did you enroll and attend classes at t	Yes 1e
Review Forms		Phone Mailing Address	+1 405-325-7752 721 Elm Ave	_	Program and Entry Term	Tula
Thesis Abstract		Permanent Address	United States 721 Elm Ave		Select your primary program. How did you hear about this	Public Administration - Tulsa Cam Former OU/PACS/CLS Student

• You will see you Queue and can begin evaluation process again

slate	Queue (3)								Build Query
Home	Sooner ID	App Tags	Entry Term	Submitted	Name	Major Code	Major Description	Bin	Person Tags
Browse	 Amy Shaw, Emilie Gordon 		Fall 2020	09/06/19	Durden, Tyler	M805	Public Administration - Tulsa Campus	Ready for Academic Unit	Has D
Search Oueue	 Amy Shaw, Emilie Gordon, User Test 		Fall 2019	06/24/19	Testing, Just	M850	Spanish - Norman Campus	Ready for Academic Unit	First
Recent	 Amy Shaw, Mike Jenkins 		Fall 2020	08/01/19	Testing, Matt	D005	Adult and Higher Education, PhD - N	Ready for Academic Unit	Test
Share									