Related Content set up puts links to one page within easy reach on another.

To use, click on the Related Content drop down and choose the page you want to see at the bottom of your current page.

When the second page (the Related Content) is displayed, you can minimize it by clicking on the left hand down-arrow, or close it by clicking on the right hand down-arrow. Drag the dots in the middle to resize the related content.
If you change the student on top page, the student changes on the bottom page. However, changing the student bottom page will not change the top, so you could compare, if necessary.

Click the tab to change which page is on the bottom.

There are some known limitations to Related Content:

- If you use a link on a main page (Database Matches on View Packaging Status Summary, for example), the Related Content linkage goes away. You have to go off the page and return to get it. A work around is to start from another page and call View Packaging Status Summary as Related Content.
- Pages that each have an institution, aid year and EmplID work well with one another; pages that are missing items can’t pass enough information for the page to pull up, and you will get a Search page. Consequently, the Customer Accounts page works well from Award Entry, but Award Entry doesn’t work well from Customer Accounts because the Aid Year isn’t passed.

The following set up has been done for Financial Aid. If you have additional requests, please ask your director to submit them to the Financial Aid User Group for discussion and approval.

From the Fin Aid>Awards>Award Process>Assign Awards to a Student Screen

Campus Community>Personal Info> Add/Update A Person
Student Admissions>Applicant Summaries>Applicant Progression
Financial Aid>View Packaging Status Summary
Student Financials>View Customer Accounts
Campus Community>Checklist>Person Checklist>Person Checklist Detail
Financial Aid > View Financial Aid Status
Financial Aid > Financial Aid Term > Maintain Student FA Term
Financial Aid > Budgets > Create Student Budgets
Financial Aid > Budgets > Maintain Term Budgets
From the Fin Aid>Awards >Award Activity
Financial Aid > Federal Application Data >ISIR Correction XXXX-XXXX
Financial Aid > Federal Application Data > ISIR Correction YYYY-YYYY
Financial Aid > Loans > Loans > Direct Lending Management > Manage Direct Loan Application
From Financial Aid > Budgets > Create Student Budgets
   Financial Aid > View Financial Aid Status
   Financial Aid > Budgets > Maintain Term Budgets
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   Financial Aid > View Packaging Status Summary
   Financial Aid > View Financial Aid Status
   Student Financials > View Customer Accounts

From Fin Aid > Ret to TIV Funds HERA > Create Worksheet:
   Student Financials > View Customer Accounts
   NDU > NDU Student Records > Inquire > Study List Print
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   NDU Applications > NDU Student Financials > Inquire > NDU Account Summary

From Customer Accounts (in Coordination with Student Financial)
   Financial Aid > View Financial Aid Status
   Financial Aid > View Packaging Status Summary
   Financial Aid > Budgets > Maintain Term Budgets
   Financial Aid > Budgets > Create Student Budgets
   Financial Aid > Financial Aid Term > Maintain Student FA Term
   Financial Aid > Awards > Award Process > Assign Awards to a Student

From the Manage Direct Loan Application page:
   Financial Aid > Loans > Manage Loan Counseling Data
   Financial Aid > Loans > Direct Lending Mgmt > View Loan Processing Actions
   Financial Aid > Loans > Direct Lending Mgmt > Override Loan Application Data
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   Financial Aid > Loans > Direct Lending Mgmt > Override Processing Status

From Financial Aid > Financial Aid Term > Maintain Student FA Term
   Financial Aid > Budgets > Create Student Budgets
   Financial Aid > Budgets > Maintain Term Budgets
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   Financial Aid > View Packaging Status Summary
   Financial Aid > View Financial Aid Status
   Student Financials > View Customer Accounts

From Financial Aid > Budgets > Maintain Term Budgets
   Financial Aid > Budgets > Create Student Budgets
   Financial Aid > View Financial Aid Status
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   Financial Aid > View Packaging Status Summary
   Financial Aid > View Financial Aid Status
   Student Financials > View Customer Accounts
From Financial Aid > View Financial Aid Status
   Financial Aid > View Packaging Status Summary
   Financial Aid > Budgets > Maintain Term Budgets
   Financial Aid > Budgets > Create Student Budgets
   Financial Aid > View Financial Aid Status
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   Student Financials > View Customer Accounts
   Campus Community > Checklists > Person Checklists > Person Checklist Detail
   Campus Community > Communications > Person Communications > Communication Detail

From Financial Aid > View Packaging Status Summary
   Financial Aid > Budgets > Maintain Term Budgets
   Financial Aid > View Financial Aid Status
   Financial Aid > Financial Aid Term > Maintain Student FA Term
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   Financial Aid > View Financial Aid Status
   Student Financials > View Customer Accounts

From Financial Aid > Federal Application Data > 20xx – 20xx ISIR Corrections
   Financial Aid > Awards > Award Process > Assign Awards to a Student
   Financial Aid > View Packaging Status Summary
   Campus Community > Checklists > Checklist Management – Person
   Financial Aid > View Financial Aid Status
   Financial Aid > File Mgmt > ISIR Import > 20xx-20xx Susp Mgmt
   Financial Aid > Verification > Auto Verification
   Financial Aid > Verification > Manage 20xx-20xx Verification

From the Fin Aid > File Mgmt > ISIR Import > 20xx-20xx Susp Mgmt screen:
   Financial Aid > Verification > Manage 20xx-xx Verification
   Financial Aid > Verification > Perform Auto Verification
   Financial Aid > View Packaging Status Summary
   Campus Community > Checklists > Person Checklists > Checklist Mgmt-Person
   Fin Aid > Awards > Award Process > Assign Awards to a Student

From Student Admissions > Applicant Summaries > Applicant Progression (Admissions Screen)
   Campus Community > Personal Info > Add/Update A Person
   Student Financials > View Customer Accounts
   Campus Community > Checklist > Person Checklist > Person Checklist Detail
   Financial Aid > View Financial Aid Status
   Financial Aid > Financial Aid Term > Maintain Student FA Term
   Financial Aid > Budgets > Create Student Budgets
   Financial Aid > Budgets > Maintain Term Budgets
   Financial Aid > Awards > Award Process > Assign Awards to a Student
Set Up

PeopleTools > Portal > Related Content Service > Manage Related Content Service

Campus Solutions only: To add Related Content to a page, start from Manage Related Content Service and click the Assign Related Content to an Application Page link.

Use the tree to navigate to the page
Add a row using the **Plus** button.

Select **Content Reference** and use the **Look Up** button to get to the tree where you can select the page to be added.

Use the tree to identify a page to be added.
Click on the **Configure** button, and on the Configure Service page, designate the appropriate keys (for FA pages, will normally be EmpIID, Institution and Aid Year).

Use the **Look Up** button to map each key to a field on the related page. Select **Refresh Service on Change** and Is Value Required?

Select **OK** and **Save**. Use the last tab to determine the order that items appear in the top menu and/or in the bottom frame. **Save**.