# Custom Module Setup [.2307]

Last Modified on 05/14/2025 9:59 am CDT

Custom Module Setup Detail | Create New Custom Module | Assign Custom Module Tool Rights

**Classic Path:** System Administration > Custom > Custom Module

**Search Terms:** Custom Module Setup

The **Custom Module Setup** tool was previously named **Custom Module**. Any Custom Modules created prior to the functionality allowing for a Contact Log and/or Custom Forms can be modified by navigating to the Custom Module Setup tool and selecting from the checkboxes.

The Custom Module Setup tool is used to create and manage organizational modules that store Custom Forms and/or Contact Logs.

Custom Forms can be currently created for the following modules:

- Attendance
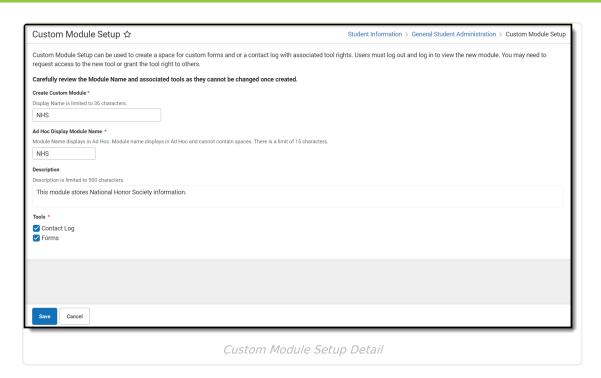- Counseling
- Health
- PLP
- RTI
- Special Ed

Custom Forms are uploaded using the Custom Forms tool and assigned to students using the Forms tool.

Custom Contact Logs can be created and are available in the Custom category of Student Information. They can be moved to a specific location in the index by using the Custom Tool Placement Editor.

# Custom Module Setup Detail

Click **New** or click on an existing module to view the **Custom Module Detail**.

*Custom Module Setup Detail*

| Field Name | Description |
|---|---|
| **Display Name** | The name of the module that displays in Module dropdown for Custom Forms and in the list of modules in the Forms tools; and/or in the Custom Category of Student Information or a specified location in the index for Custom Contact Logs. The Display Name CANNOT be modified after saving. |
| **Ad Hoc Display Module Name** | The unique database name of the module. This name CANNOT be modified after saving. |
| **Description** | Any information about the module. The Description CAN be modified after saving.<br><br>The Description for historically created Custom Modules that do not meet the naming convention cannot be modified. |

# Create New Custom Module

1. Enter a **Display Name**.
2. Enter a **Module Name**.
3. Optional: Enter a **Description.**
4. Select the **Tools** this Custom Module should be created for.

Click **Save** when finished or **Cancel** to go back. Users should log out of Campus and log back in to assign tool rights to the new Custom Module and view the Custom Module in the Module dropdown of the Custom Forms tool or in the Custom area within Student Information for Contact Logs.
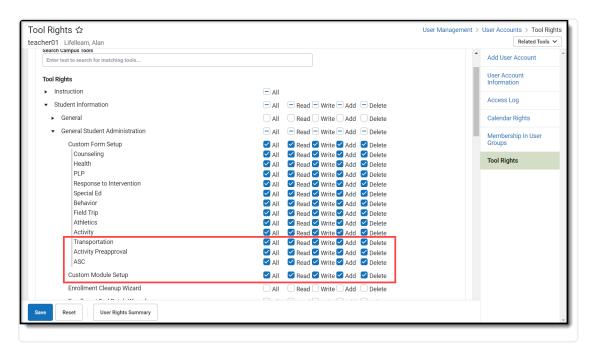
# Assign Custom Module Tool Rights

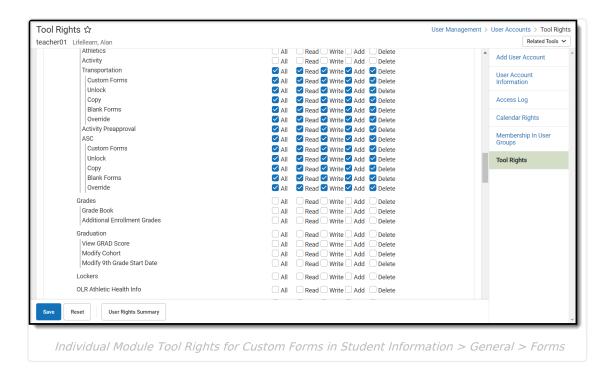## Custom Tool Rights for Custom Forms and Custom Module Setup

Each Custom Module Custom Form creates separate tool rights in the Custom Forms and Forms tool rights folders. Users must assign individual module tool rights in order for forms to be uploaded in those modules. See the Tool Rights (Custom Forms) documentation for additional information. Also located directly below any Custom Forms are the tool rights for the Custom Module Setup tool.



Custom Module Custom Forms Tool Rights

Users must also assign individual module tool rights in order for forms to be attached to a person. See the Tool Rights (Forms) documentation for additional information.

*Individual Module Tool Rights for Custom Forms in Student Information > General > Forms*

## Custom Tool Rights for Custom Contact Logs

Each Custom Module Contact Log creates separate tool rights in the Student Information > Custom tool rights folder.



*Student Information > Custom Tool Rights for Custom Contact Logs*