


Person Documents Tool Rights

Last Modified on 12/14/2025 8:45 pm CST

The **Person Documents** tool allows users to view a selected user's uploaded person documents regardless of which Census tool was used to upload them. Users with rights to do so can manage the document list from here, as well as upload additional documents.

See the [Person Documents \(People\)](#) article to learn more about this tool.



Person Documents ☆

Cardinal, Peggy M

HS Graduation

NHS

Gifted

Census > People > Person Documents



Student #: 161900006

DOB: 12/31/2007

Counselor: Colt Counselor

Upload Document

Document List

	Date Uploaded	Name	File Description	Campus Tool	File Size
	12/04/2024 1:29 PM	HH-appform		Census > People > Enrollments	0.01 MB
	12/04/2024 1:35 PM	Reg Form	Registration Form	Census > People > Demographics	0.01 MB

Person Documents

☒ All
 ☒ Read
 ☒ Write
 ☒ Add
 ☒ Delete

Census > People > Person Documents

[Campus Digital Repository](#) must be enabled in order for documents to be uploaded in Campus.

Available Tool Rights

R	W	A	D
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R	W	A	D
User can view and download copies of documents via the blue Name links.	User can use the Edit Document feature (pencil icon) to replace an existing file or change its name, description and tool location.	Upload Document button is active. User can upload new documents and edit existing uploads.	User can delete (X) uploaded documents.

Suggested User Groups

- [Registrars](#)

See [User Groups and Suggested Roles](#) for more information.
