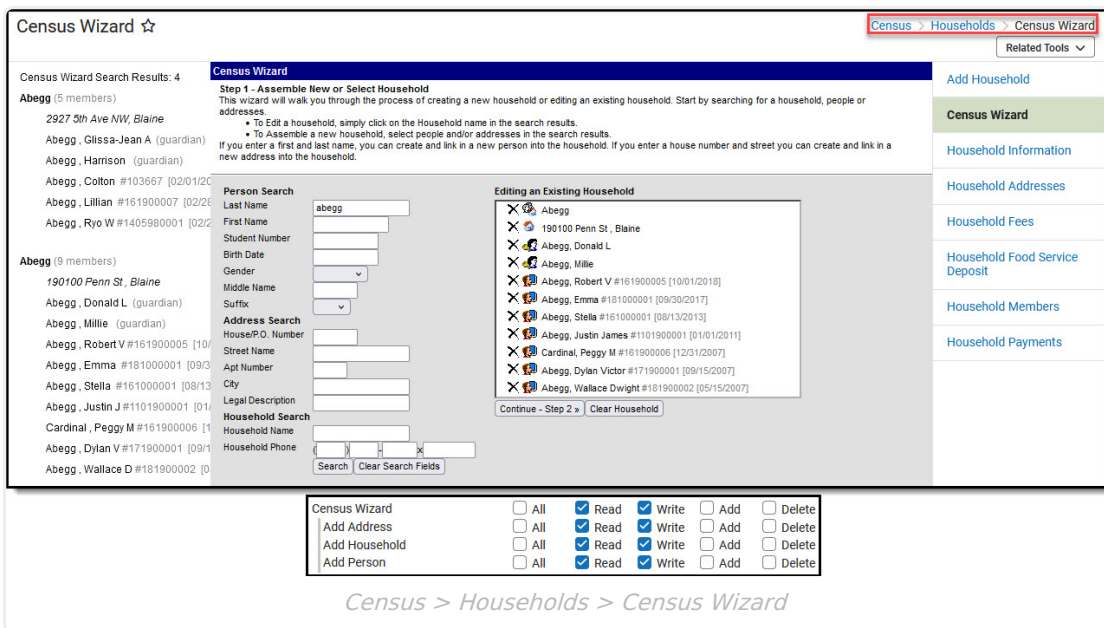


Census Wizard Tool Rights

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The Census Wizard uses a three-step process to assemble or update a household using information that already exists in Campus. Users can be granted rights to use this tool to create a new person while a household is being assembled or updated.

See the [Census Wizard](#) article to learn how to assemble or update household information with this tool.



The screenshot shows the Census Wizard interface with the following components:

- Search Results:**
 - Abegg (5 members)**
 - 2927 5th Ave NW, Blaine
 - Abegg, Glissa-Jean A (guardian)
 - Abegg, Harrison (guardian)
 - Abegg, Colton #103667 [02/01/2007]
 - Abegg, Lillian #161900007 [02/26/2007]
 - Abegg, Ryo W #1405980001 [02/26/2007]
 - Abegg (9 members)**
 - 190100 Penn St, Blaine
 - Abegg, Donald L (guardian)
 - Abegg, Millie (guardian)
 - Abegg, Robert V #161900005 [10/01/2018]
 - Abegg, Emma #161000001 [09/30/2017]
 - Abegg, Stella #161000001 [08/13/2013]
 - Abegg, Justin James #1101900001 [01/01/2011]
 - Cardinal, Peggy M #161900006 [12/31/2007]
 - Abegg, Dylan Victor #171900001 [09/15/2007]
 - Abegg, Wallace Dwight #161900002 [05/15/2007]
- Search Filters:**
 - Person Search:** Last Name (abegg), First Name, Student Number, Birth Date, Gender, Middle Name, Suffix.
 - Address Search:** House/P.O. Number, Street Name, Apt Number, City, Legal Description.
 - Household Search:** Household Name, Household Phone.
- Editing an Existing Household:** A list of households with checkboxes for selection.
- Buttons:** Search, Clear Search Fields, Continue - Step 2, Clear Household.
- Related Tools:** Add Household, Census Wizard, Household Information, Household Addresses, Household Fees, Household Food Service Deposit, Household Members, Household Payments.
- Permissions Table:**

Tool	All	Read	Write	Add	Delete
Census Wizard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Add Address	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Add Household	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Add Person	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Read and Write access to Census Wizard and its subrights is sufficient to allow users to assemble and modify households with this tool.

Available Tool Rights

Subrights are in *italics*.

R	W	A	D
Access and view information in the Census Wizard.	Add information in the Census Wizard.	N/A	N/A
Add Address			
View person information in the Census Wizard.	Add person information in the Census Wizard.	N/A	N/A
Add Household			
View address information in the Census Wizard.	Add address information in the Census Wizard.	N/A	N/A
Add Person			
View household information in the Census Wizard.	Add household information in the Census Wizard.	N/A	N/A

Suggested User Groups

- [Counselors](#)
- [Front Office Staff](#)
- [Registrars](#)

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