

## **Census Wizard Tool Rights**

Last Modified on 03/31/2025 11:00 am CDT

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.

To learn how to assemble or update household information with this tool, see the Census Wizard article.

Census Wizard ☆	Census	Households > Census Wizard Related Tools ~
Census Wizard Search Results: 4 Abegg (5 members) 2927 5th Ave NW, Blaine Abegg, Glissa-Jean A (guardian) Abegg, Harrison (guardian)	Census Withard     Step 1 - Assemble New or Select Household     This witzard will wak you through the process of creating a new household or editing an existing household. Start by searching for a household, people or addresses.     • To Edit a household, simply click on the Household name in the search results.     • To Assemble a new household, select people and/or addresses in the search results.     If you enter a first and last name, you can create and link in a new person into the household. If you enter a house number and street you can create and link in a new address into the household.	Add Household Census Wizard Household Information
Abegg, Colton #103667 [02/01/20 Abegg, Lillian #161900007 [02/28 Abegg, Ryo W #1405980001 [02/2 Abegg (9 members) 190100 Penn St, Blaine Abegg, Donald L (guardian) Abegg, Donald L (guardian) Abegg, Robert V #161900005 [10/ Abegg, Robert V #161900001 [09/3 Abegg, Stella #161000001 [09/3 Abegg, Justin J #161900001 [01/ Cardinal, Peggy M #161900001 [01/ Abegg, Dylan V #171900001 [09/1 Abegg, Wallace D #181900002 [0	Person Search Editing an Existing Household   Last Name abegg   First Name \$190100 Penn St, Blaine   Student Number \$190100 Penn St, Blaine   Birth Date \$190100 Penn St, Blaine   Middle Name \$190100 Penn St, Blaine   Middle Name \$190100 Penn St, Blaine   Address Search \$199100005 [1001/2018]   HousePO. Number \$190 Abegg, Stells #161000001 [001/2010]   Street Name \$190 Abegg, Stells #161000001 [001/2010]   Apt Number \$190 Abegg, Valace Dwight #161900000 [1001/2011]   Legal Description \$190 Abegg, Valace Dwight #161900000 [1001/2017]   Household Search \$190 Abegg, Valace Dwight #161900000 [1001/2017]   Household Search \$190 Abegg, Valace Dwight #161900000 [1001/2017]	Household Addresses Household Fees Household Food Service Deposit Household Members Household Payments
	Census Wizard AII Image: Read of the second se	

**RW** 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	Α	D	
Census Wizard				
Use can view information in the Census Wizard.	User can add information in the Census Wizard.	N/A	N/A	
Add Address				
User can view person information in the Census Wizard.	User can add person information in the Census Wizard.	N/A	N/A	
Add Household				
User can view address information in the Census Wizard.	User can add address information in the Census Wizard.	N/A	N/A	
Add Person				
User can view household information in the Census Wizard.	User can 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.