

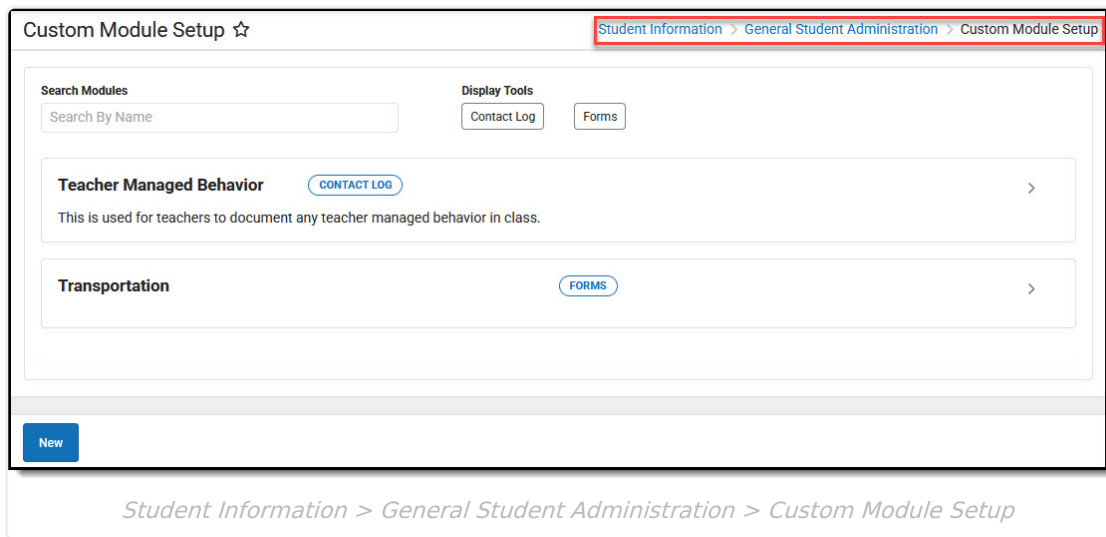
Custom Module Setup Tool Rights

Last Modified on 12/22/2025 2:38 pm CST

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

When users with rights to this tool create custom modules for forms and/or contact logs, these items are added to the list of assignable tool rights in User Management > Tool Rights. These rights must then be assigned to the groups that need to use them.

See the [Custom Module Setup](#) article to learn more about how this tool is used.



Workflow Considerations:

- Users with rights to Custom Module Setup create modules for forms and/or contact logs.
- These items are added to the list of assignable tool rights in User Management > Tool Rights.
- Tool rights to the added forms/contact logs must be assigned to the groups that need to use them.
- They can be moved to a different location in the index after they are created using the [Custom Tool Placement Editor](#), or merged with other Custom Modules that also only contain Contact Logs.

Available Tool Rights

R	W	A	D
View existing Custom Modules.	Edit existing Custom Modules.	Create new Custom Modules.	N/A

Workflow Example

1. Administrator uses Custom Module Setup to add a Contact Log.

Custom Module Setup ☆ [Student Information](#) > [General Student Administration](#) > Custom Module Setup

Custom Module Setup can be used to create a space for custom forms and/or a contact log with associated tool rights.

Carefully review the Module Name and associated tools as they cannot be changed once created.

Create Custom Module

Display Name
Transportation

Ad Hoc Display Module Name
Module Name displays in Ad hoc.
Activities

Tools *

☒ Contact Log
Use the fields below to indicate where the Contact Log should appear in the Main Menu. After a Custom Contact Log has been created it can only be moved using the Custom Tool Placement Editor.

Menu
School & District Settings

Category
Transportation

☒ Forms

Description
Description is limited to 500 characters.


Custom Module Setup - Contact Log

2. Tool rights for the new Contact Log are added to User Management > Tool Rights. Administrator adds tool rights to User Group.


▼ School & District Settings	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
▶ District	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
▶ Schools	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
▶ Lockers	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
▼ Transportation	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Batch End and Delete Wizard	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Bus Setup	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Student Bus Assignment Report	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Transportation Contact Log	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Access to Records Created By Other Users	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Transportation Roll Forward Wizard	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Transportation Summary Report	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete

Custom Module - Transportation Contact Log Tool Rights





3. Users can access the new custom contact log.






Transportation Contact Log ☆

Abegg, Dylan V  Student #: 171900001 Grade: 11 DOB: 09/15/2007

Counselor: Joy Counselor

 Medical Condition(s)
  HS Graduation
  Custody Restriction
  Peer Tutor

 NHS
  504 Student
  All On-Site

[School & District Settings](#) > [Transportation](#) > Transportation Contact Log

Contacted ...	Module	Contacted By	Contacted	Contact Type	Date/Time	Details
Abegg, Dylan	Transportation	Administrator, Demo	Donald Abegg	U.S. Mail	03/20/2025 10:10 AM	Sent transportation exception contract

New
Print
Feedback

Custom Transportation Contact Log

Suggested User Groups

System Administrators (administrators with rights to all available Campus tools).

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