### U.S. DEPARTMENT OF EDUCATION 2021 Campus Safety & Security Survey

Roanoke-Chowan Community College (199467) Main Campus (Same) (001) User ID: C1994671 Edit User 👻

screen instructions

### ourvey navigation

Survey Summary **Campus Summary** 

Complete and lock survey for one campus.

# Step 1: Update Campus Information

**Campus** Main Campus

(Same) (001)

Institution/Campus Updated Identification

## Step 2: Update **Screening Questions** and Complete the Survey

You only have read 🕒 Warning only permissions. Screening Questions **Screening Questions** Updated Criminal Hate Offenses Crimes On campus Updated Updated Public Public Property Property Updated Updated

On campus

## **Options at this point**

Click on the links in the Navigation Menu to complete the data entry screens. You may move from screen to screen sequentially by clicking on the "Next" button at the bottom of the screen, or you may use the side navigation menu to select a specific screen.

Click on the links in the Navigation Menu under Step 3: Lock the survey, click on Review Caveat/Campus Description and Review Intentional Fires if you have any. Then Click on Check for Errors to see if the survey system has detected any errors in the data you have entered. If there are errors, use the links on the Error Report screen to select the appropriate screen and correct the data.

When there are no unresolved errors on your Error Report, you can proceed with locking the survey for selected campus and get the completion certificate or proceed to another campus survey.

#### Help $(\land)$

(800) 435-5985 campussafetyhelp@westat.com

Clery Act Appendix for FSA Handbook

User's Guide (Survey Instructions)

**Glossary of Terms** 

Chief Executive Letter

CSSA Letter

2021 Clery Act Geography COVID-19 Information

Privacy Statement

Help Desk E-mails

#### **Printable Forms** $(\land)$

Institution Information Blank Survey Forms

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Congratulations	You have completed all surveys for this institution. Please click the link below for completion certificate.
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