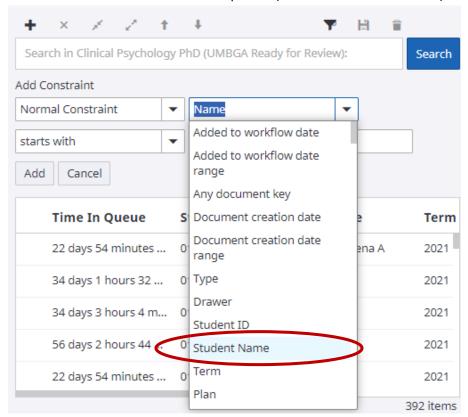
Reviewing Applications by Last Name

(for queues greater than 500)

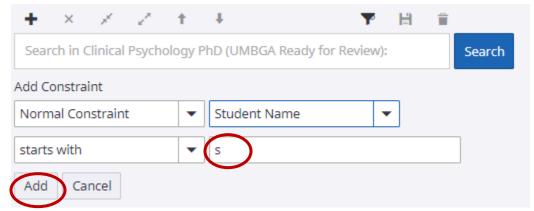
1) Within Perceptive Experience Workflow, select "(Ready for Review)" queue and click on the search field.



2) Select "Student Name" in the search field dropdown (do not use default "Name").



3) Enter letter to search for last names with that letter.



4) Select search and review last names with letter; repeat A-Z.

