

Navigate: Advanced Search, Watch Lists, Saved Searches

Knowing the Difference

1. Advanced Search:

Advanced Search uses different logic statements to build queries. Most search filters create AND statements. As you build a search by laying on various filters within or across drawers, the query will identify students that satisfy all the listed requirements.

2. Watch Lists:

A Watch List is a static list of students by student ID. You can use Watch Lists in a variety of ways, such as maintaining a list of students to send messages or appointment campaigns. Watch lists can be created using Advanced Search or by selecting students individually.

3. Saved Searches:

Saved Searches allow users to conduct a pre-configured Advanced Search without having to manually and repeatedly create a new Advanced Search. Unlike Watch Lists, which save a static list of the same students, a Saved Search dynamically regenerates a list of students or users based on the search criteria. This feature can be especially helpful for users who frequently run the same search at different points in the term, as it allows you to maintain consistency with your search parameters.