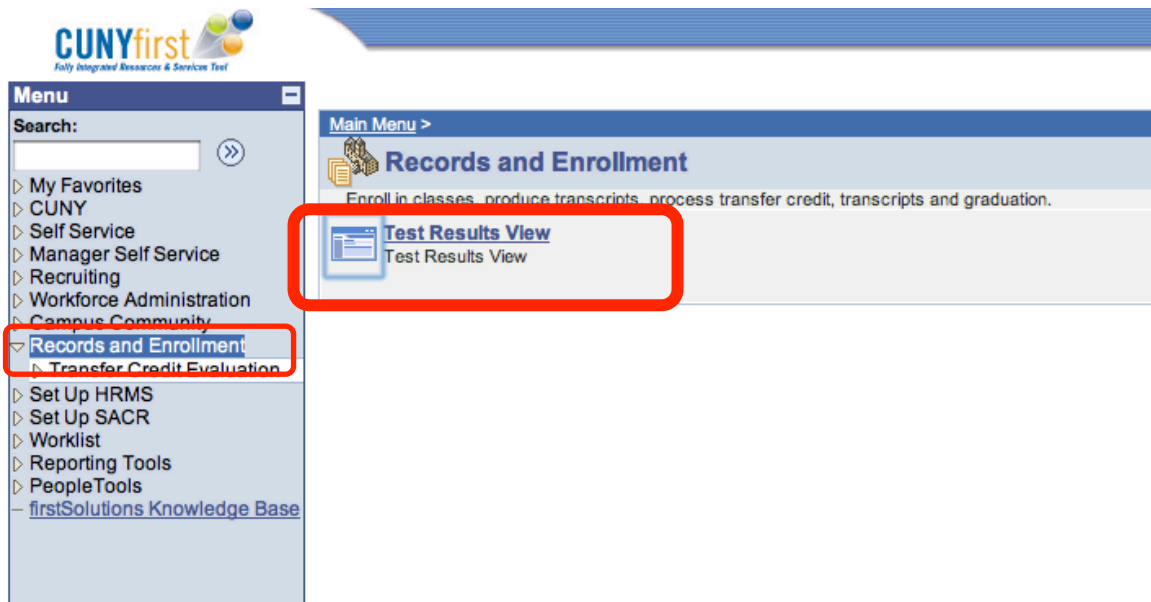


**View Student Test Scores**

1. Enter **https://home.cunyfirst.cuny.edu** in your browser's address bar:
  - Enter your Username and Password and click the **Go** icon.
  - From the **Enterprise Menu**, select **Self Service** and then select the **HR/Campus Solutions** link.
2. Navigate to: **Records and Enrollment**, and click on the **Test Results View** icon in the right side panel



3. Enter the last name and first name of the student (you can also enter additional data, like National ID, if available), and click on the **Search** button.

The screenshot shows the 'Test Results View' search interface. On the left is a 'Menu' sidebar with a search box and a tree view containing items like 'My Favorites', 'CUNY', 'Self Service', 'Manager Self Service', 'Recruiting', 'Workforce Administration', 'Campus Community', 'Records and Enrollment', 'Transfer Credit Evaluation', 'Test Results View' (highlighted), 'Set Up HRMS', 'Set Up SACR', 'Worklist', 'Reporting Tools', 'PeopleTools', and 'firstSolutions Knowledge Base'. The main area is titled 'Test Results View' and contains instructions: 'Enter any information you have and click Search. Leave fields blank for a list of all values.' Below this is a 'Find an Existing Value' section with a 'Maximum number of rows to return (up to 300):' field set to '300'. There are input fields for 'ID:', 'Campus ID:', 'National ID:', 'Last Name:' (with 'doe' entered), and 'First Name:' (with 'john' entered). Each field has a 'begins with' dropdown menu. A 'Case Sensitive' checkbox is unchecked. At the bottom are 'Search' (highlighted with a red box), 'Clear', 'Basic Search', and 'Save Search Criteria' buttons.

4. The test results will be displayed

The screenshot shows the 'Test Results View' displaying search results for 'John Doe'. The student name 'John Doe' and a masked ID 'XXXXXXXXXX' are shown at the top. Below this is a 'Tests' section with a table of results. The table has columns for Component, Score, %tile, Test Date, Data Source, Acad Level, Letter Score, Date Loaded, Index, and Stud Admin. There are two rows of results:

Component	Score	%tile	Test Date	Data Source	Acad Level	Letter Score	Date Loaded	Index	Stud Admin
1 M1	56.00		12/14/2009	SKAT-HOSTS	Unknown	PASS	03/30/2012		<input checked="" type="checkbox"/>
2 M1	23.00		07/28/2009	SKAT-HOSTS	Unknown	FAIL	03/30/2012		<input checked="" type="checkbox"/>

Below the table are buttons for 'Return to Search', 'Notify', and 'Refresh'.