

Perceptive Content has been upgraded and there are significant changes in the Web interface.

<https://perceptiveweb.southplainscollege.edu/experience/#home>

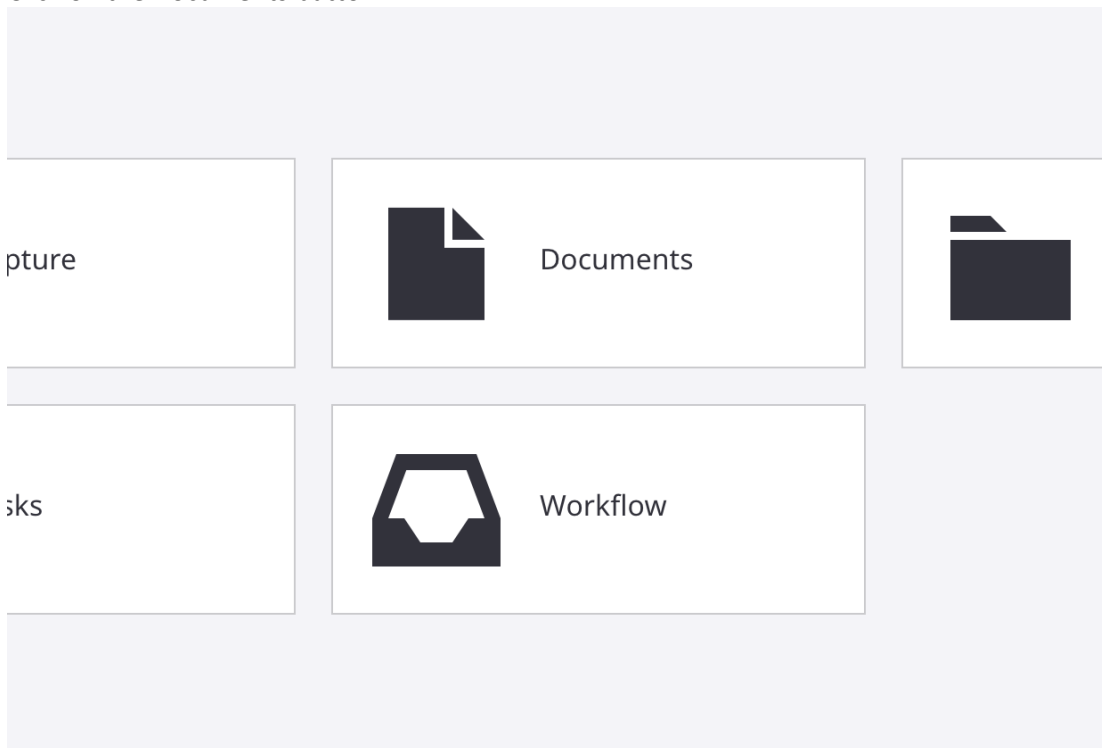
So for all faculty/staff who use the web version of Perceptive Content to look up student documents, here are some tips.

When you login you should see this “big H” logo:



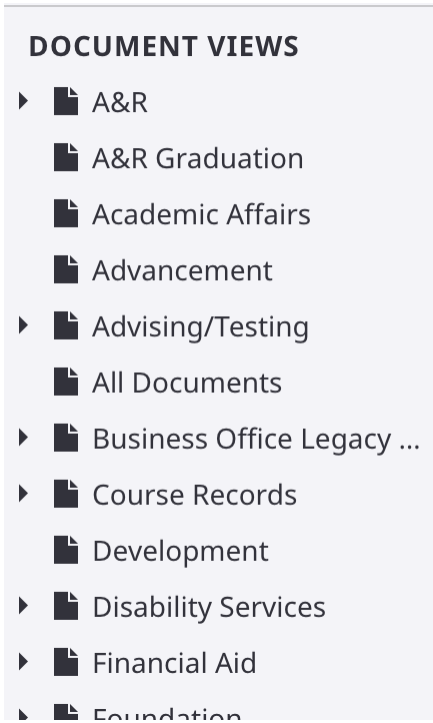
If you don't see this logo, the browser is pulling up a “cached” version of the old site. Try using another browser.

Click on the Documents button:

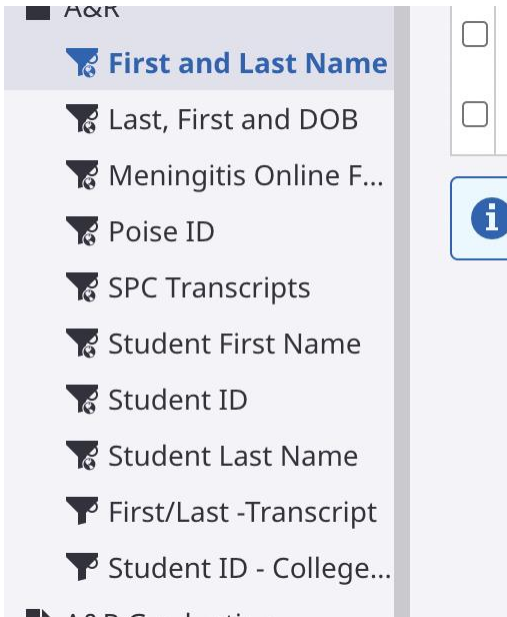


THIS IS WHERE THE BIG CHANGE COMES IN!

On the left you will see “Document Views” (yours will look different than this screenshot)
Click the little toggle arrow beside the area that has the documents you need.



This will give you the preset Search Options that you used to have to manually do up in the search bar:



So if you click on “First and Last Name” it will bring up a form for you to fill in like this:

Fill it in – and the documents you need should show.

Student...	Student Last Na...	Student First N...	DOB	Doc Type	Created	Created By	Academic Year
	Barnett	David	07/24/1958	A&R SPC Transcript	5/6/2019 ...	extern.messaging.a...	
0016445	Barnett	David	07/24/1958	A&R Application	7/24/2019...	amorin	
0016445	Barnett	David	07/24/1958	A&R College Transcript	7/25/2019...	cpalmer	
0016445	Barnett	David	07/24/1958	A&R College Transcript	7/25/2019...	cpalmer	
0016445	Barnett	David	07/24/1958	A&R Reinstatement Form	10/23/201...	dbarnett	
0016445	Barnett	David	07/24/1958	A&R Reinstatement Form	10/23/201...	dbarnett	
	Barnett	David		A&R Add/Drop	5/1/2020 ...	dbarnett	
0016445	Barnett	David	07/24/1958	SPC FA VA Benefits	5/26/2020...	dbarnett	
	Barnett	David		A&R Add/Drop	7/20/2020...	dbarnett	

If you need any help accessing the documents, please contact David Barnett at dbarnett@southplainscollege.edu.