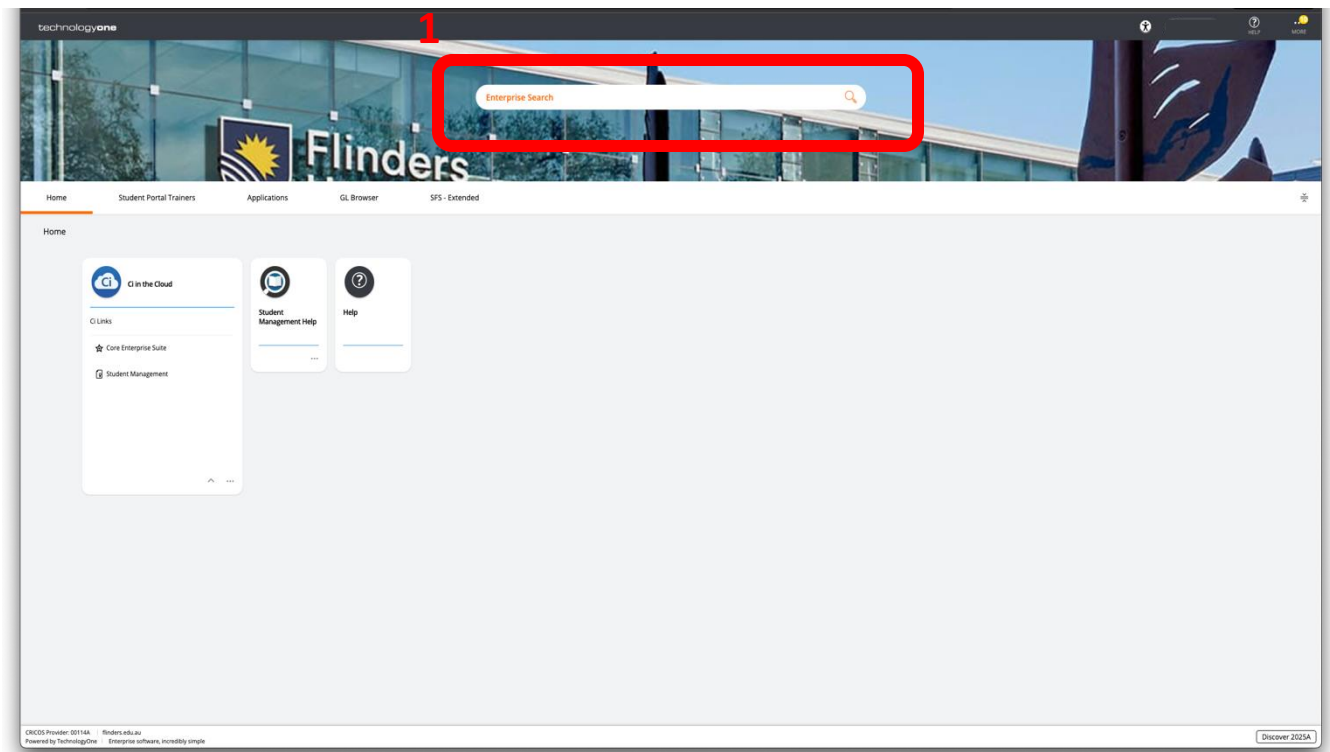
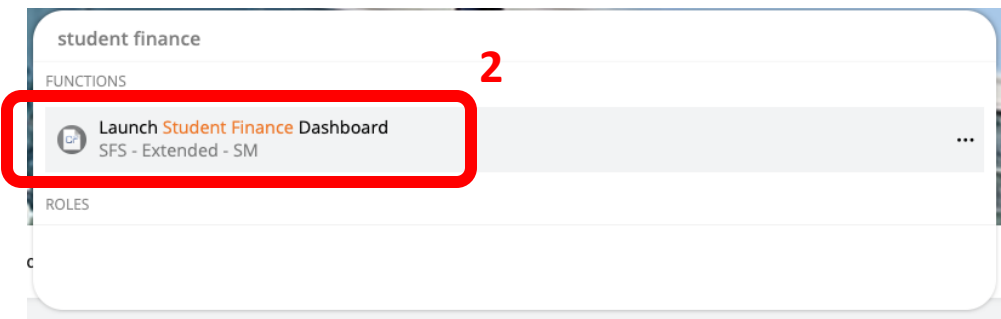


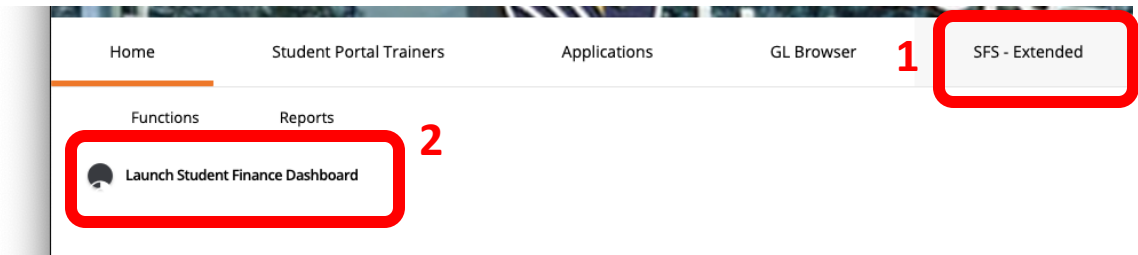
From the home screen, select the Enterprise Search function and search “student finance”



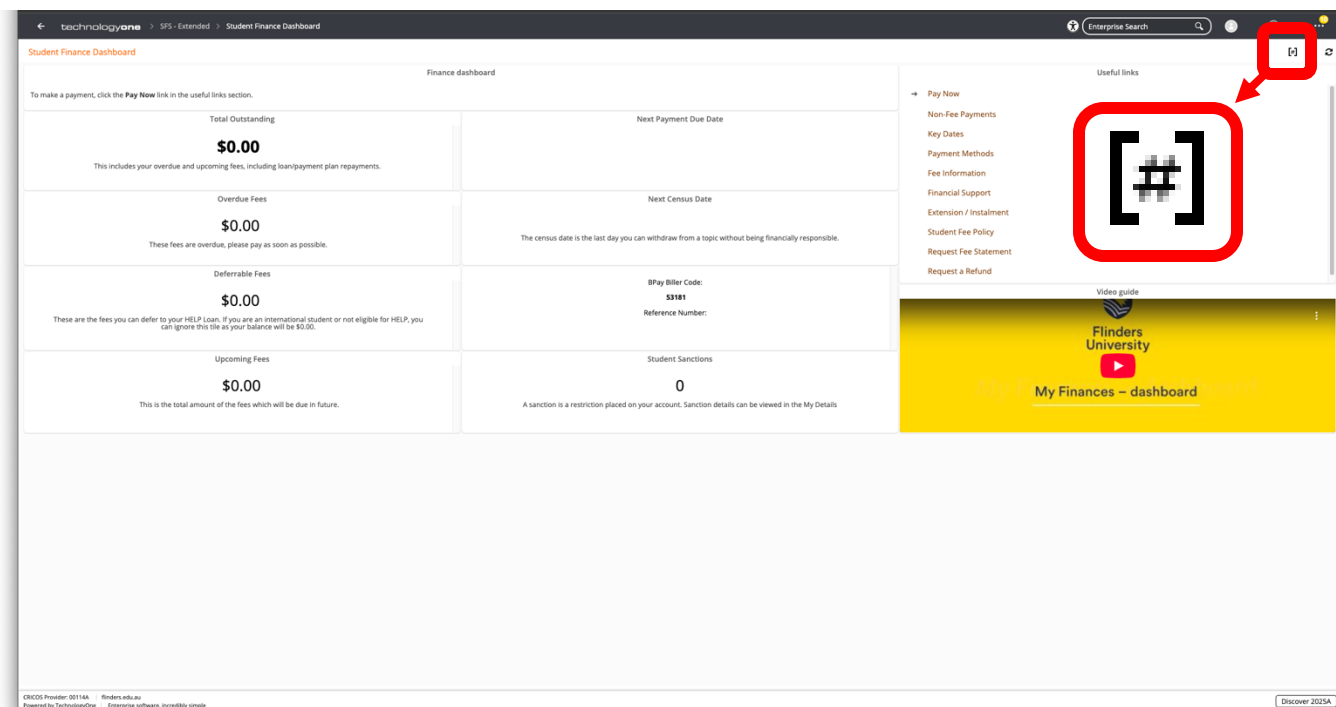
Select "Launch Student Finance Dashboard" Icon from the dropdown.



Alternatively, select the SFS – Extended header if visible and then the Launch icon from the application tray

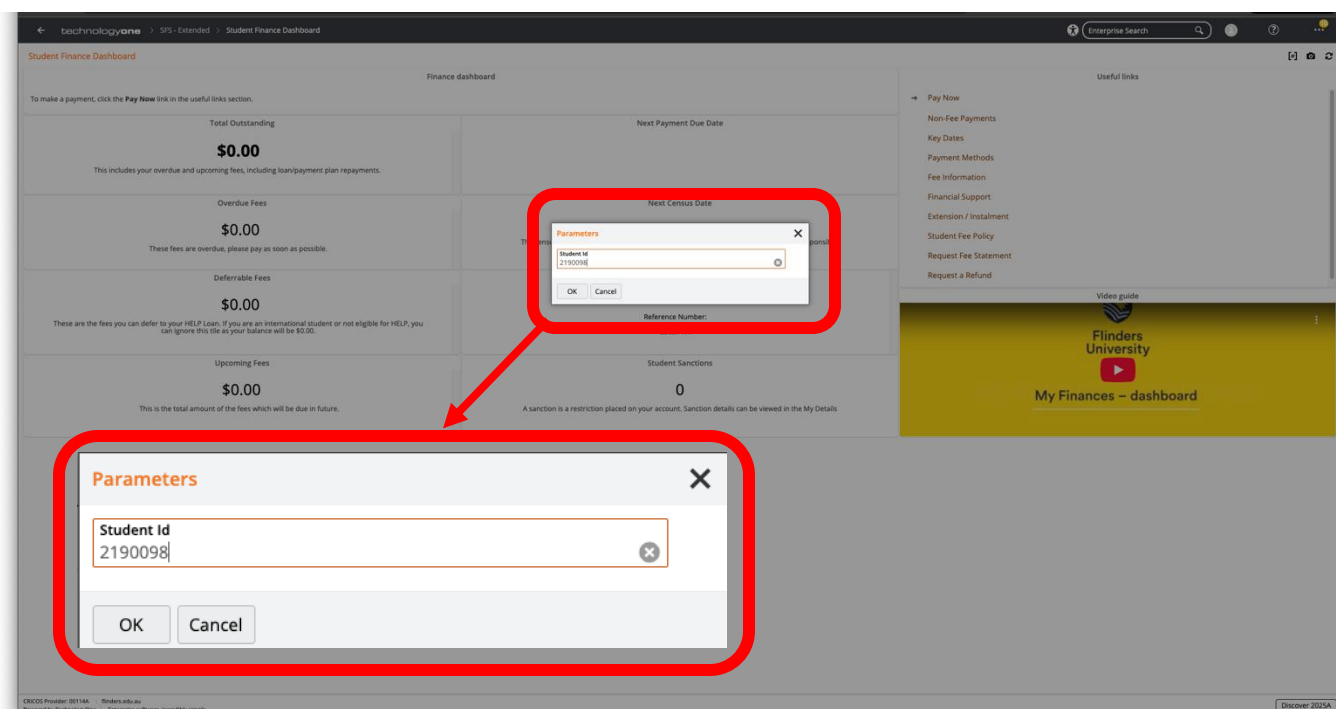


Once the Student Dashboard is displayed, select the [#] icon in the top right-hand corner of the screen. This will display a search box to enter a student ID number.



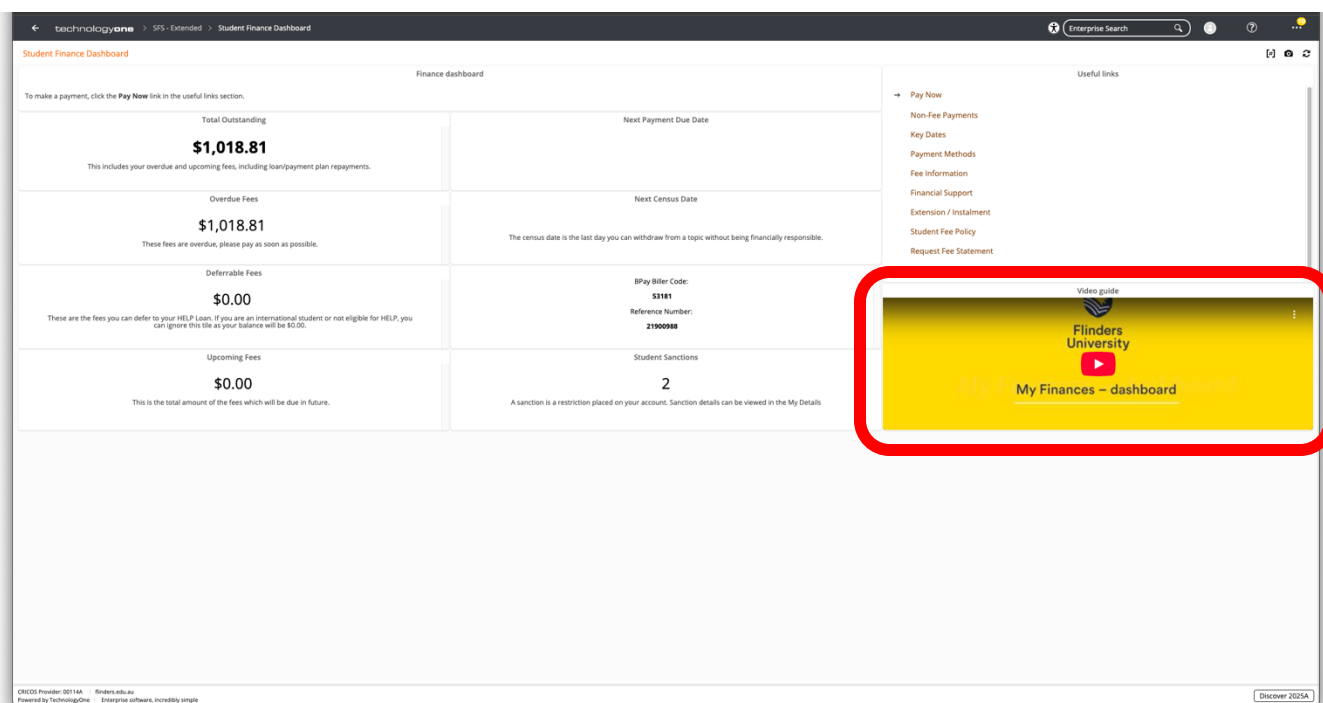
The screenshot shows the 'Student Finance Dashboard' interface. The top right corner features a search bar and a small icon containing a hash symbol and brackets, '[#]', which is highlighted with a red square and an arrow. The dashboard itself is divided into two main sections: 'Finance dashboard' on the left and 'Useful links' on the right. The 'Finance dashboard' section contains several rows of financial data, all showing '\$0.00' for Total Outstanding, Overdue Fees, and Defferable Fees. The 'Useful links' section lists various options like 'Pay Now', 'Non-Fee Payments', 'Key Dates', 'Payment Methods', 'Fee Information', 'Financial Support', 'Extension / Instalment', 'Student Fee Policy', 'Request Fee Statement', and 'Request a Refund'. At the bottom right, there is a 'Videos guide' section with a 'Flinders University' logo and a 'My Finances – dashboard' video thumbnail.

Enter the student ID number of interest in the search box and select OK. Validate the number carefully, as the dashboard view does not display any identifying details.



This screenshot shows the same 'Student Finance Dashboard' interface, but with a search box open. The search box is titled 'Parameters' and has a red border. It contains a text input field with the student ID '2190098' entered. Below the input field are 'OK' and 'Cancel' buttons. The search box is highlighted with a red rectangle, and a red arrow points to it from the text above. The background dashboard content is dimmed, showing the same financial data and useful links as the previous screenshot.

The students' current financial details will be shown. A video overview of the screen layout is available on the left-hand side of the screen.



The screenshot displays the 'Student Finance Dashboard' interface. The main content area is divided into two columns. The left column contains four summary cards: 'Total Outstanding' (\$1,018.81), 'Overdue Fees' (\$1,018.81), 'Deferrable Fees' (\$0.00), and 'Upcoming Fees' (\$0.00). The right column contains two cards: 'Next Payment Due Date' and 'Next Census Date'. Below these, there are sections for 'BPay Biller Code' (53181), 'Reference Number' (21900988), and 'Student Sanctions' (2). A 'Useful links' sidebar on the right lists various options like 'Pay Now', 'Non-Fee Payments', 'Key Dates', 'Payment Methods', 'Fee Information', 'Financial Support', 'Extension / Instalment', 'Student Fee Policy', and 'Request Fee Statement'. A video guide thumbnail is highlighted with a red box, showing a video titled 'My Finances - dashboard'.

Important notes

1. This is an enquiry view only of a student's Finance dashboard.
2. Staff **do not** have access to a student's My Finance tile or any of the relevant details related to the My Finance tile via CiA.
3. After entering a Student ID, the dashboard does not show the student's name. Make sure to double-check the ID you entered before proceeding.
4. To view the overview of the dashboard layout, please see the following video - <https://www.youtube.com/watch?v=agM29etixuQ>