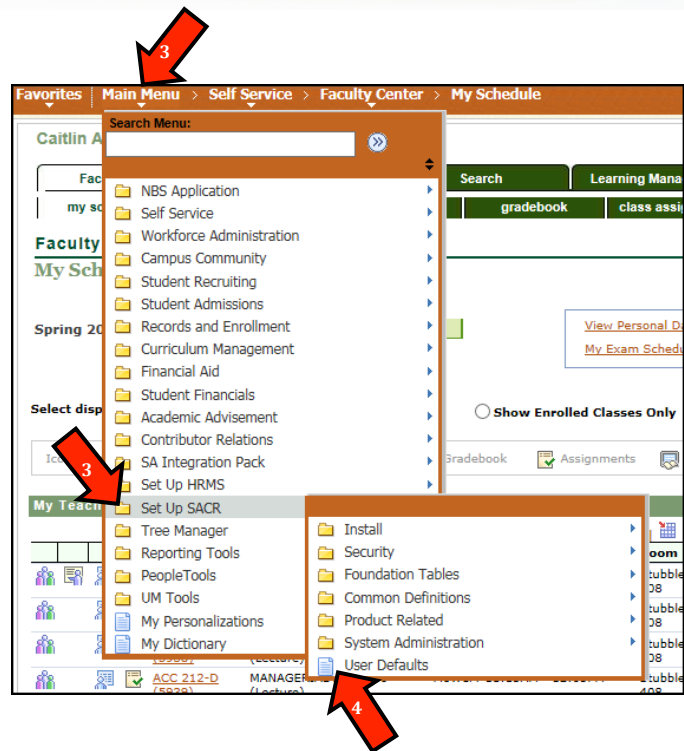


To Set User Defaults:

1. Log into the portal at <http://canelink.miami.edu>
2. On the **Faculty Home** tab, click the **Go to Faculty Center** button. Your schedule will appear on the main page.
3. Use the menu along the top of the page to navigate to **Main Menu > Set up SACR > User Defaults**.
4. The **User Defaults** page allows you to enter values you wish to appear automatically. For example, if you want a particular term to appear by default when using the **Class Search**, you can enter a **Term** on this page.
5. You can additionally choose a default **Academic Career, Subject Area, Program, and Plan** to help make searches easier.



User Defaults 1 User Defaults 2 User Defaults 3 User Defaults 4 Enrolment Override Defaults

User ID: cxa503 **Name:** Abrams,Caitlin

Academic Institution: University of Miami

Career Group SetID:

Facility Group SetID:

Academic Career:

Academic Group:

Subject Area:

Term:

Academic Program:

Academic Plan:

Academic Sub-Plan: