Navigate to Access Codes



This feature is available to Site Managers, Campus Admins (Type 13), and Campus Managers (Type 6) depending on system configuration.

- 1. Log in with an appropriate account.
 - If logged in with a Site Manager account, select Access Codes from the Library tab.
 - If logged in with a Campus Admin or Campus Manager account, select Access Codes from the Manage tab.
- 2. Optionally use Filter and Save Searches to locate specific codes.
- 3. Optionally Export the list.