

## STARS for ACS - Definitions

1. **Login Screen**
  - a. **STARS ID:** User name; User id that allows user access
  - b. **Password:** Characters that allow user access
  
2. **Connections Build 18 Training Registration Screen**
  - a. **Course Name:** Name of the course.
  - b. **Course Description:** Summary of the course.
  - c. **Training Title:** Specific training name.
  - d. **Training Site:** Training location; generally a hotel or other building.
  - e. **Start Date:** The date training begins.
  - f. **End Date:** The date training ends.
  - g. **Deadline Date:** Last day users can register on-line, usually two weeks prior to the start date of training. Training is closed for nomination after the deadline date.
  
3. **Connections Build 18 Only Trainee Selection Screen**
  - a. **Name:** Trainee name.
  - b. **Register:** Clicking in the corresponding check box will nominate the selected trainee name.
  - c. **Notes:** Additional comments to add regarding a trainee such as dates of prerequisite completion, nominated participant's designated supervisor and telephone number.
  - d. **Priority:** Ranking system used by providers when making cuts (rejections). The lowest number has the greatest priority and vice versa. This is only available for open enrollment trainings.