

## Accessing Student's External Documents

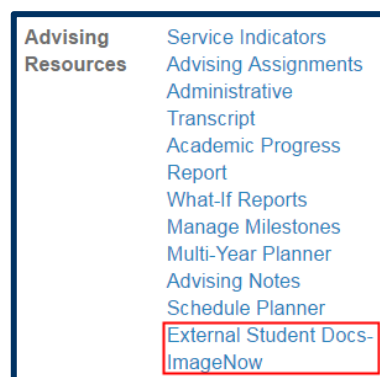
Navigation: [CalCentral](#) > [Student Lookup](#) > [Student Overview](#) page > [Advising Resources](#) section > [External Student Docs](#) link

Advisors may need to review documents for a student, such as transcripts from other schools. This is done through "Perceptive Content" (formerly ImageNow). This works on all major browsers.

Log in to [CalCentral](#).

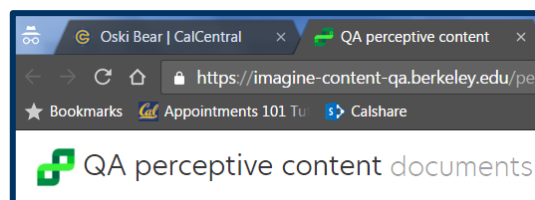
Look up a student.

On the **Student Overview** page, in the **Advising Resources** section (lower left corner), click the **External Student Docs** link.



**Perceptive Content** opens as in a new window.

Note: You may be prompted to login a 2<sup>nd</sup> time.



A list of that student's documents will display.

Click on any of the documents to view them.

| Drawer  | Student ID | Student Name | Link Date/Time         | Type                            |
|---------|------------|--------------|------------------------|---------------------------------|
| OUA_SIS | 11667051   | Bear, Oski   | 2016-05-19 01:11:14 PM | OUA_Transcript - Final HS_AHSTR |
| OUA_SIS | 11667051   | Bear, Oski   | 2016-06-21 10:11:05 AM | OUA_Transcript - Final HS_AHSTR |
| OUA_SIS | 11667051   | Bear, Oski   | 2016-09-14 04:24:31 AM | OUA_Transcript - College_ACLUTR |
| OUA_SIS | 11667051   | Bear, Oski   | 2016-09-16 04:10:14 AM | OUA_Transcript - College_ACLUTR |
| OUA_SIS | 11667051   | Bear, Oski   | 2016-09-20 08:48:17 AM | OUA_Transcript - College_ACLUTR |

### Support

For questions or assistance, please contact SIS Support.:

- Call **510-664-9000** (press **option 6** to reach SIS support)
- Email: [sishelp@berkeley.edu](mailto:sishelp@berkeley.edu)
- Submit a ticket: [https://berkeley.service-now.com/ess/create\\_incident](https://berkeley.service-now.com/ess/create_incident)
- For more information and job aids visit <http://sis.berkeley.edu/training/academic-advising-resources>