

# How to Herd Cats: Developing Your Travel Registry Using TDS

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# Agenda

- Overview of the benefits of a travel registry
- Designing programs that meet your needs
- Build a travel registration program together, apply as a student, process as admin (demo)
- Concrete examples of what you can do with your travel registry



# Why to create a travel registry

- Updating your travelers using batch emails, text messages, etc.
- Locating your travelers in the event of an emergency
- Reporting data about your travelers to your institution
- Your institution's international profile
- Duty of Care



# Designing programs

- Outgoing with Sidetrip and OneStep
- Incoming
- Risk Management
- Travel Registration



2	Program Type Name	Incoming	Risk Management	Travel Registration	Outgoing with SideTrips and OneStep
3	Default Name	Incoming	Risk Management	Travel Registration	Outgoing
4	Custom Name	Incoming	Risk Management	Travel Registration	Outgoing
5					
6	Internal applicants	No	Yes	Yes	Yes
7	External applicants	Yes	Yes	Yes	Yes
8	Applicant home institution	No	Yes	Yes	Yes
9	Partner institution	Yes	No	No	No
10	Public deadline	Yes	No	No	Yes
11	Applicant visible deadline	Yes	Yes	No	Yes
12	Applicant itinerary - add	No	Yes: on creation	Yes: on-creation	Yes: post-decision
13	Applicant itinerary - edit	No	No	Yes: pre-decision	No
14	Applicant itinerary - delete	No	No	Yes: pre-decision	No
15					
16	Search-able	Yes	No	No	Yes
17	Exchange option	Yes	No	No	Yes
18	Locations	Yes	No	No	Yes
19	Program Itinerary Records	Yes	No	No	Yes
20	Parameters	Yes	Yes	Yes	Yes
21	Testimonials	No	No	No	Yes
22	Ratings-Reviews	Yes	Yes	No	Yes
23	Directory linkages	No	No	No	Yes
24	Courses	Yes	No	No	Yes
25	Alumni	Yes	Yes	No	Yes
26	Blog	Yes	Yes	No	Yes
27	Public content	Yes	Yes	Yes	Yes
28	Budget sheets	Yes	Yes	No	Yes
29	Contacts	Yes	Yes	No	Yes
30	Recommendations	Yes	Yes	No	Yes
31	Reminders	Yes	Yes	Yes	Yes
32	Advising	No	No	No	Yes
33	Decision letters	Yes	Yes	No	Yes
34	Commitment panel	Yes	Yes	No	Yes
35	Public app cycles	Yes	Yes	No	Yes
36	Public decision dates	Yes	Yes	No	Yes
37	Identity verification	Yes	Yes	Yes	Yes
38	Program ranking	No	No	No	Yes
39	OneStep	No	Yes	Yes	Yes
40	Save-able	Yes	Yes	No	Yes
41	Social options	Yes	Yes	No	Yes
42	Announcements	Yes	Yes	Yes	Yes
43	History	Yes	Yes	Yes	Yes
44	Requirements	Yes	Yes	Yes	Yes



# Demo

- Build program using the program type “Travel Registration”
- Student registers their travel
- Admin updates user’s registration record



# So, why do you want to collect all that info?

- **Updating your travelers with info and emergency situations**
  - What if you need to remind all faculty registered for a conference about the new policy at your institution concerning conference attendance?
    - Learning content reminding them, assessment to ensure they understand it
  - What if you see that a few students are traveling to a location that has recently been through massive protests, and you need to give them some more info before they leave?
    - Learning content outlining context for the protests and safety procedures
  - What if there's a natural disaster, and you need your travelers to sign a liability document while abroad indicating they assume the risk for staying in the area?
    - Signature document while abroad indicating they accept the risk
  - What if you need to search for everyone within a hundred mile radius of a city to update them with some critical information or ensure their safety in the event of an emergency?
    - Advanced search (query) and batch email or SMS text



# So, why do you want to collect all that info?

- Reporting data to your institution
  - Funding for your department
  - Encouraging different majors or demographic groups to travel
  - Demonstrates your compliance records
  - Reporting incidents you've captured

