UCR - Demographics

How to record REAL-D data in UCR

Enter the REAL-D data for the client on the Edit Person page.
- Select the Demographics Tab
- Select the first section (Example: Real-D Q1-Q7: Language, SOGI)
- Answer the questions
- Select Save, before moving on to the next section.

To change the DOB:
- Enter the correct date in Q3
- Select Save

To Enter Household Income:

- Enter the Monthly Income in Q11
- Hit the "Tab" key
- Select the Calculate Income Range link

Fill in the following fields:
1. Effective Date
2. Number in Household
   - Hit the "Tab" key
   - Select Continue