



VISUAL COMPLIANCE QUICK INSTRUCTIONS
Registering and Accessing Visual Compliance
for the University of Illinois at Urbana- Champaign

Step 1: Complete the Self-Service Registration at the following link:

<https://www.visualcompliance.com/usr/>

NOTE:

1. *The password used to create the account will not be used after the account is created as we have implemented Single Sign-On for accessing the website.*
2. *When registering, the DIVISION field will be mandatory. If your specific unit is not listed, you can choose any of the Urbana locations.*
3. *The registration is a 2 step process.*
 - a. *Enter and confirm your email.*
 - b. *A confirmation email will be sent with instructions to complete the account setup.*

Step 2: Utilize and Bookmark the Link below for accessing the Visual Compliance Single Sign-On Portal:

<https://smo.uillinois.edu/visualcomp>

Step 3: Recommend Training for Utilizing the Visual Compliance Software:

Once your account is set up you can immediately use VC, but training is recommended before you do so. When registration is complete, you will receive a message that an email has been sent permitting you access to the VC training site. You can then log in and click the training button in the bottom right of the screen.

You can start screening by clicking on the RESTRICTED PARTY SCREENING. To optimize results, see search settings at the end of these instructions.

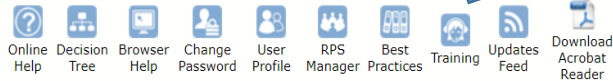


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Step 4: Procedure for Receiving a Match for Name **OR** Company Search

If your search results contain "NO MATCHING RECORDS FOUND". You may proceed with your transaction.

**University of Illinois
At Urbana-Champaign**



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NO MATCHING RECORDS FOUND

Your search of the Visual Compliance Restricted Party Screening database failed to return any records.

 Search same keywords again |
  New Search

Search criteria:

Name: Kathy Gentry
 Company: n/a
 Address: n/a
 City: n/a
 State: n/a
 Country: n/a

Search type: For Phonetic matches. Thesaurus on, Field Specific on, Business words removal [Export, Sanctions, GSA, Police, PEP and International data groups.*] GSA data is updated in full every business day direct from SAM/EPLS.

Date of search: Thursday, June 13, 2019
Time of search: 10:15 AM EDT

[+ E-MAIL THESE RESULTS](#)




**NO FINDING
GOOD TO
PROCEED**

If your results show any matches, then you need to contact exportcontrols@illinois.edu **BEFORE** you proceed any further. Include 1. CV or resume of the visiting party 2. Job description or description of the scope of the visit 3. Any other relevant information regarding collaborations or affiliations.

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You searched for any records containing:



 Search same keywords again |
  New Search |
  Alerts Help

Search criteria:

Name: Ben Gurion
 Company: n/a
 Address: n/a
 City: n/a
 State: n/a
 Country: n/a

Search type: for Fuzzy [2] matches, which returned 2 results. Thesaurus on, Field Specific on, Business words removal [Export, Sanctions, GSA, Police, PEP and International data groups.*] GSA data is updated in full every business day direct from SAM/EPLS.

Date of search: Thursday, June 13, 2019
Time of search: 10:57 AM EDT

Reference	Name	FRC [Click for PDF]	Alert
ELT000024	BEN GURION UNIVERSITY Israel	Z5 FR 29884	
JFE049024	BEN-GURION UNIVERSITY (OF THE NEGEV) Israel		

[+ E-MAIL THESE RESULTS](#)

[+ AUTHORITIES](#)

**RESTRICTION FOUND
CONTACT
EXPORTCONTROLS@ILLINOIS.EDU**



SEARCH SETTINGS FOR QUICK USE:

For a NAME search:

1. Enter first and last name only
2. Check Fuzzy, Set at Level 2
3. Check Thesaurus
4. Check Field Specific
5. Check Remove Business Words

For a COMPANY search:

1. Enter company name
2. Choose country
3. Check Fuzzy, Set at Level 2
4. Check Field Specific
5. Check Remove Business Words