

Discipline Quick Reference

Task	Completed	Initials
Task #1 – Add / Edit Discipline Codes. <u>StudentInformation</u> » <u>Management</u> » <u>School Administration</u> » <u>Discipline Administration</u> » <u>Discipline Code Types</u>	<input type="checkbox"/>	
Task #2 – Add Incidents. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #3 – Add Offenders – required. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #4 - Add Victims – optional. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #5 - Add Witnesses – optional. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #6 - Add Notes - optional. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #7 – View All Incidents. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #8 – View Student’s Discipline Incidents. <u>StudentInformation</u> » <u>SIS</u> » <u>Student</u> » <u>View Profile</u>	<input type="checkbox"/>	
Task #9 – Search for Incidents. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #10 – Create Filter. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #11 – View Offender’s Past Incidents. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #12 – View Offender’s Schedule. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	
Task #13 – View Offender’s Attendance Records. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u> » <u>Add/Edit Discipline Incidents</u>	<input type="checkbox"/>	
Task #14 – Contact Offender’s Parents. <u>StudentInformation</u> » <u>SIS</u> » <u>Discipline</u> » <u>Discipline Incidents</u>	<input type="checkbox"/>	