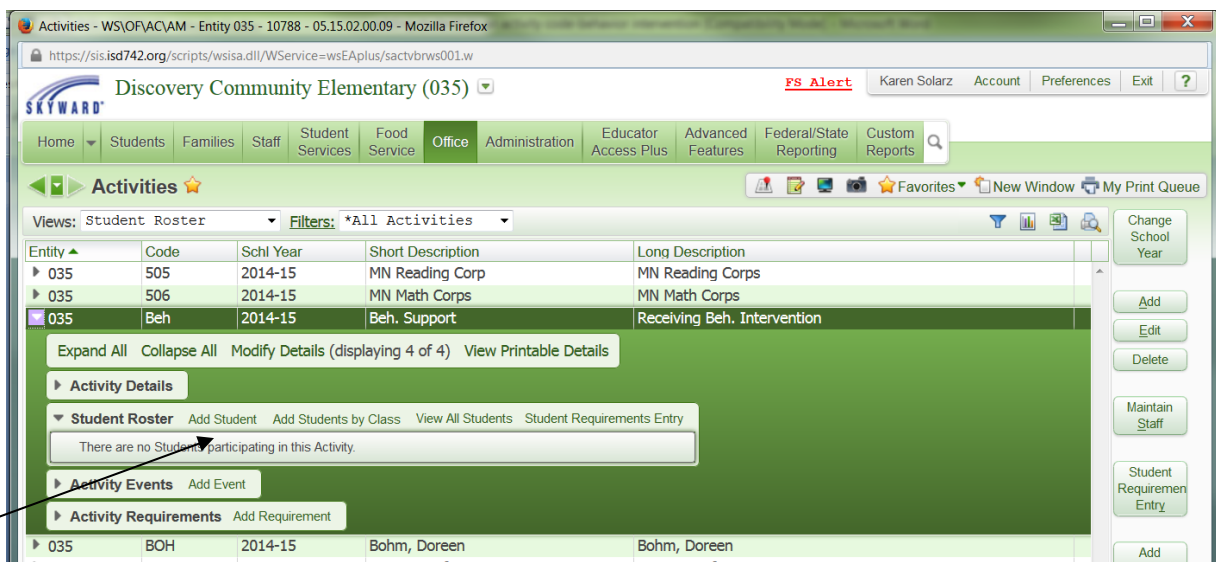


To Add Students to an Activity

Go to Office – Activities - Activities



Open the **Activity Code** called 'Beh', by clicking on the triangle to the left of the activity code.



Click on 'Add Student' – this allows you add individual students



Select the students and click 'Save'.

Activities ☆

Views: Student Roster Filters: *All Activities

Entity	Code	Schl Year	Short Description	Long Description
▶ 035	505	2014-15	MN Reading Corp	MN Reading Corps
▶ 035	506	2014-15	MN Math Corps	MN Math Corps
▼ 035	Beh	2014-15	Beh. Support	Receiving Beh. Inte

Expand All Collapse All Modify Details (displaying 4 of 4) View Printable Details

▶ **Activity Details**

▼ **Student Roster** Add Student Add Students by Class View All Students Student Requirements Entry

Name	Participation Dates	GR	Age	G	Awards Earned
Remove Edit <input type="text"/>	09/02/2014 - 06/04/2015	01	7	F	

Total Number of Students: 1

▶ **Activity Events** Add Event

▶ **Activity Requirements** Add Requirement

Assigning Participation Dates.

Once the student is added to the activity, the default dates assigned to the activity is entered as the Participation Dates.

To change the dates of participation for each individual student, click **'Edit'** and adjust the dates.

Year Short Description Long Description

Activity Participation Dates Maintenance - WS\OF\AC\AM - Entity 035 - 10788 - 05.15.02.00.0...

https://sis.isd742.org/scripts/wsisa.dll/WService=wsEApplus/sactvedit012.w?vStuActivRowId=0x000000000a6f7

Activity Participation Dates Maintenance

Student:

Activity: Beh Beh. Support

Participation Start: 10/01/2014

Participation End: 06/04/2015

Save Back

Click **'Save'** to update the participation date for this student.