

discipline_victim_functions_features

Table of Contents

Delete a row.

- 1. Click $\overline{\mathbb{I}}$ to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You can select multiple rows to be deleted at the same time.
- 2. Click **Save**. You are prompted to confirm that you want to delete the row. Click **Yes** to continue. Otherwise, click **No**.

You can save edits and delete records in the same step (i.e., the changes are all committed when the record is saved).

If you delete a record from the **Bully/Harass Reason** (middle) grid, the associated student data record in the **Incident Victims** (bottom) grid is also deleted, and vice versa.



Back Cover