

Other functions and features:

Table of Contents

Existing court-ordered restrictions are displayed in order by student name then incident number. Existing data cannot be edited.

❑ To view data for a prior year, you must change the school year.

❑ Click **+Add** to restrict an incident.

Campus	Click ⋮ to select the campus. Only campuses for the selected school year are listed.
Student	Begin typing the student's name or ID. As you begin typing, a drop-down list displays students whose ID matches the numbers you have typed. Select the student whose incident was restricted. Only students for the selected school year and campus are included in the autosuggest list.
Incident Number	Select the restricted incident. Only the selected student's incident numbers for the selected school year and campus are included in the drop-down list. The date-time-stamp for the incident is provided.
Incident Date	The date-time-stamp for the selected incident is displayed.

❑ Click **Save**.

IMPORTANT: Once a restriction is deleted from this page, the incident WILL BE DISPLAYED in reports and pages throughout TxEIS.
Delete a row.
1. Click 🗑 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).


ASCENDER
ELEVATING TECHNOLOGY SOLUTIONS
ASCENDER GUIDES
ASCENDER
ELEVATING TECHNOLOGY SOLUTIONS

Back Cover