

student_directory_body2

Table of Contents

- If there are multiple pages, page through the list.

In most applications, the **Total Students** field in the bottom-right corner of the directory displays the total number of students retrieved.

Save Filter For Prev Next	In Grade Reporting and Registration, this field is displayed once you click **Search**. Select to save any criteria you have selected and apply the criteria as you scroll through this students on the page from which you clicked **Directory**. This saved information is only for the session.

Click the student ID for the student you want to retrieve. The directory closes, and the student's information is displayed on the page from which you accessed the directory.

Click **Cancel** or **Close** to return to the previous page without selecting a student.


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Back Cover