

ASCENDER StudentPortal

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TxEIS Employee Access Online Help

Welcome

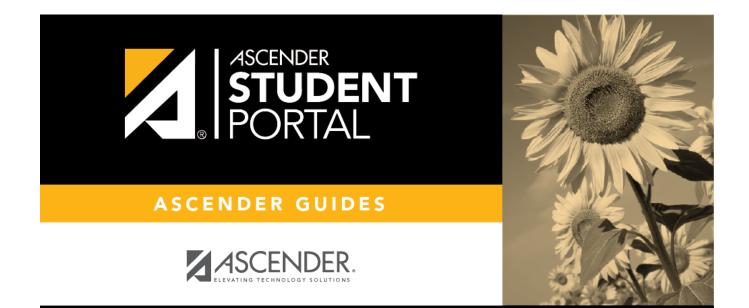
- Use the **Table of Contents** (left) to access Help for a specific page.
- Use the **Trace** feature (top) to quickly access any of the last five pages you were viewing.

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- Use the **Search** box (top right) to search for a word or phrase within online Help.
- A green link opens a new page. New pages are not automatically included when printing.
- A blue link with an arrow expands to display additional content. The content from a blue link is automatically included when printing.
- A single arrow expands to display additional content. The content from a single arrow is automatically included when printing.
- A blue link with an earth icon ¹⁰ opens an external page. The content from an external link is not automatically included when printing.

Use the icons on the right to do the following:

- Clock icon 🔍 Access previous versions of Help.
- PDF icon 🖾 Convert the page you are viewing to PDF format for saving or printing.
- Up Arrow icon 🔳 Jump to the top of the Help page.



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