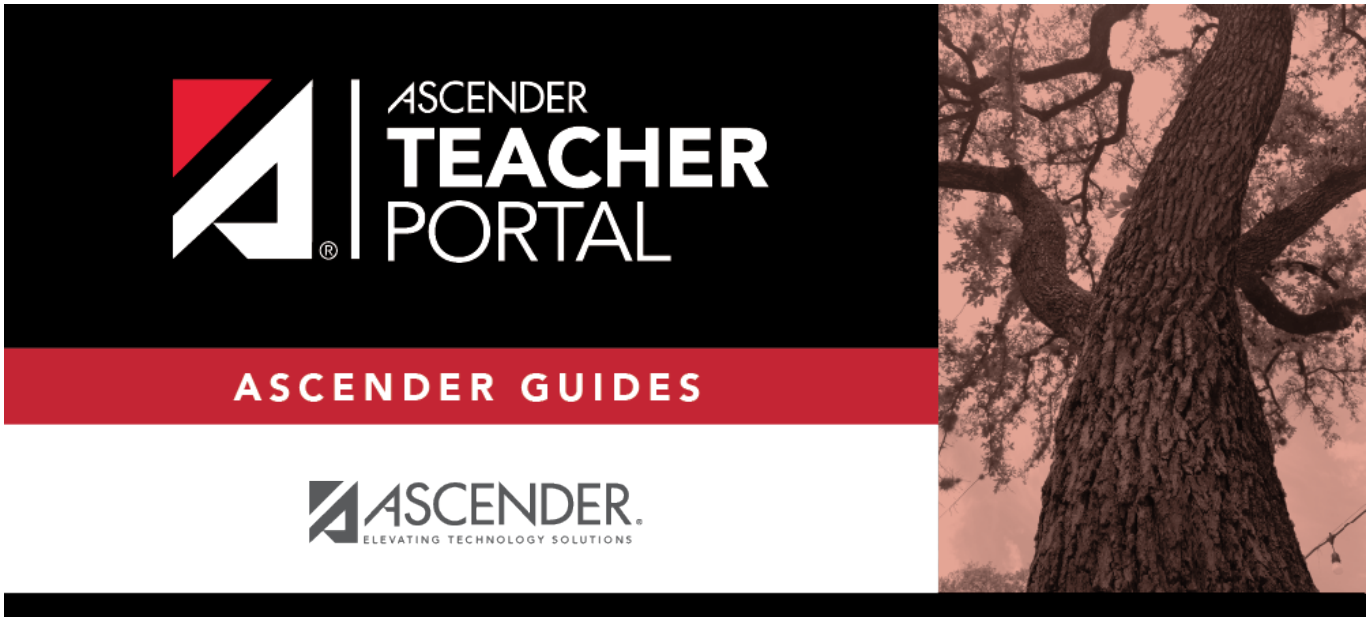

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The program will not allow you to save text input that contains unrecognizable characters which come from formatting in other documents, such as Microsoft Word.

To copy text from an external document, it is recommended that you copy the text from a document that does not contain hidden formatting, such as a .txt file created in Notepad. You can copy/paste text from a Microsoft Word document into a .txt file, and then copy/paste the text from the .txt file into the notes or comments field in TeacherPortal.