

SISK12: Teacher Sequence Order

School Information Systems – a Division of Tyler Technologies, Inc.; Proprietary and Confidential

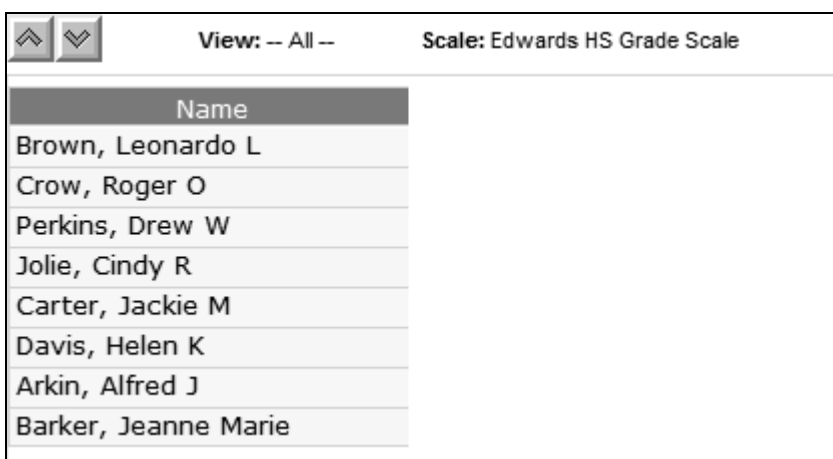
Path: Actions → Manage Students and Scores → Change Student's Teacher-Sequence Order

Overview

Students may be sorted alphabetically; by Active, Dropped, and Withdrawn status; by a Teacher-defined order; or by the date the course was added to the student's schedule. Teacher Sequence is sometimes used to sort by a reading group order or seating chart order.

Edit/Change Teacher Sequence

Highlight a student and click the up or down arrows.

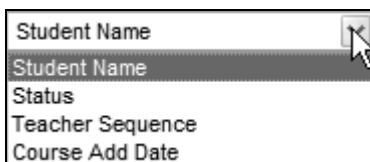


Name
Brown, Leonardo L
Crow, Roger O
Perkins, Drew W
Jolie, Cindy R
Carter, Jackie M
Davis, Helen K
Arkin, Alfred J
Barker, Jeanne Marie

1. Repeat step one until all students are listed in the desired sequence.
2. Click to save and exit.

View Teacher Sequence Order

1. Click the **Select View** tab.
2. In the **Student Names in Roster** section, select **Teacher Sequence** from the **Sorted By** drop-down list.



3. Click . The screen refreshes in the **Assignments** tab with students listed in the selected order.