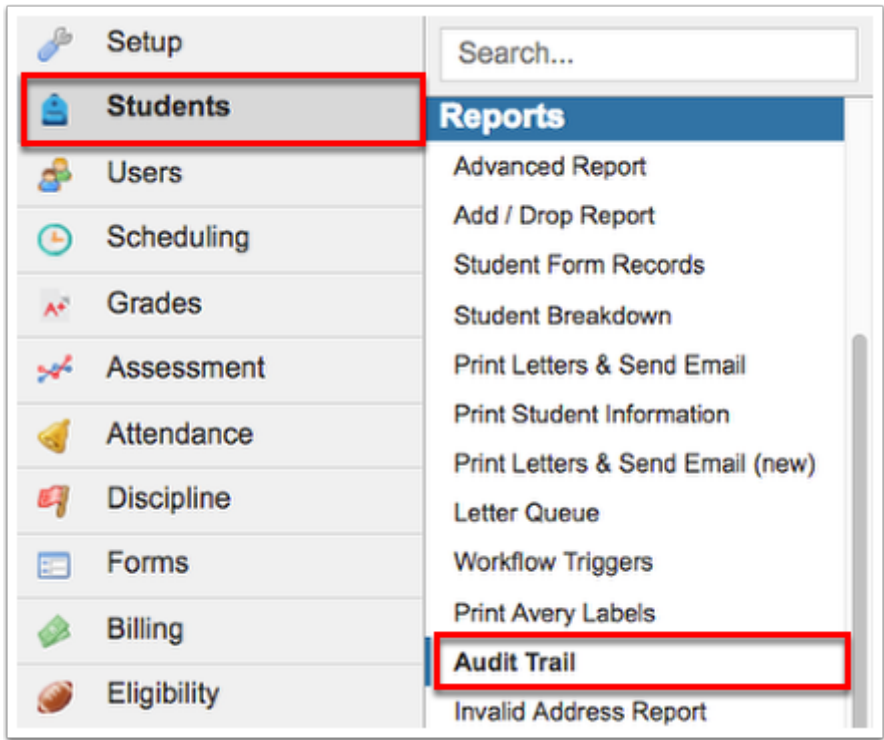


Audit Trail

The students Audit Trail allows users to search per student for any changes made to the Student record, Enrollment record, Grades, Address records, Attendance records, Contacts, School Choice record, and Legacy data.

Setting Search Criteria

1. To view details about all changes made to a student's record, from the **Students** menu, click **Audit Trail**.



2. Select the **Student** in question from the corresponding pull-down.

FOCUS Writers02 Select Student/Staff ▾ Audit Trail Lizette Garcia Focus High School - 0041 ▾ SIS
2022-2023 ▾ 4th 9 Weeks ▾ ERP

Student: Abe, Charlie Noel (55879) ▾ Editing User: ▾ From Date:
 To Date: Submit

Student Enrollment Report Card Grades Address Contacts Referrals Attendance School Choice Legacy View

Prev Page: 1 / 7 Next Export Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Form ▾	Log Table ▾	Action ▾	Changes						
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table border="1"> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>0055879</td> <td>SISStudent</td> </tr> </tbody> </table>		Source	Source Class	After	0055879	SISStudent
	Source	Source Class											
After	0055879	SISStudent											

i The Students that populate here are based on the school that you are logged into. To change the school, select the school pull-down located in the header--this is only an option for you if you have access to multiple schools.

FOCUS Writers02 Select Student/Staff ▾ Audit Trail Lizette Garcia Focus High School - 0041 ▾ SIS
2022-2023 ▾ 4th 9 Weeks ▾ ERP

Student: Abe, Charlie Noel (55879) ▾ Editing User: ▾ From Date:
 To Date: Submit

Student Enrollment Report Card Grades Address Contacts Referrals Attendance School Choice Legacy View

Prev Page: 1 / 7 Next Export Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Form ▾	Log Table ▾	Action ▾	Changes						
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table border="1"> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>0055879</td> <td>SISStudent</td> </tr> </tbody> </table>		Source	Source Class	After	0055879	SISStudent
	Source	Source Class											
After	0055879	SISStudent											

3. You can conduct a search solely by Student. However, if you want to search by student and the **Editing User**, select the user from the corresponding pull-down.

FOCUS Writers02 Select Student/Staff ▾ Audit Trail Lizette Garcia Focus High School - 0041 ▾ SIS 2022-2023 ▾ 4th 9 Weeks ▾ ERP

Student: Abe, Charlie Noel (55879), Abbott, Charlie Christo... ▾ Editing User: Garcia, Lizette ▾ From Date:

To Date: Submit

Student Enrollment Report Card Grades Address Contacts Referrals Attendance School Choice Legacy View

Prev Page: 1 / 7 Next Export Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Form ▾	Log Table ▾	Action ▾	Changes						
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table border="1"> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>55879</td> <td>SISStudent</td> </tr> </tbody> </table>		Source	Source Class	After	55879	SISStudent
	Source	Source Class											
After	55879	SISStudent											
04/26/2023 14:20:32	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20			UPDATE	<table border="1"> <thead> <tr> <th></th> <th>EII Entry Date</th> </tr> </thead> <tbody> <tr> <td>Before</td> <td>04/19/2017</td> </tr> <tr> <td>After</td> <td>04/26/2018</td> </tr> </tbody> </table>		EII Entry Date	Before	04/19/2017	After	04/26/2018
	EII Entry Date												
Before	04/19/2017												
After	04/26/2018												

4. You also have the option to search by a time frame using the **From Date** and/or **To Date** fields. Note: You do not have to enter a time frame; however, it will help limit and pull data, which can be extensive.

FOCUS Writers02 Select Student/Staff ▾ Audit Trail Lizette Garcia Focus High School - 0041 ▾ SIS 2022-2023 ▾ 4th 9 Weeks ▾ ERP

Student: Abe, Charlie Noel (55879), Abbott, Charlie Christo... ▾ Editing User: Garcia, Lizette ▾ From Date: 04/01/2023 To Date: 05/12/2023 Submit

Student Enrollment Report Card Grades Address Contacts Referrals Attendance School Choice Legacy Viewed

Export Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Form ▾	Log Table ▾	Action ▾	Changes										
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table border="1"> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> <th>Field</th> <th>School</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>55879</td> <td>SISStudent</td> <td>State Computer Based Test Accommodations</td> <td>Focus High</td> </tr> </tbody> </table>		Source	Source Class	Field	School	After	55879	SISStudent	State Computer Based Test Accommodations	Focus High
	Source	Source Class	Field	School													
After	55879	SISStudent	State Computer Based Test Accommodations	Focus High													
04/26/2023 14:20:32	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20			UPDATE	<table border="1"> <thead> <tr> <th></th> <th>EII Entry Date</th> </tr> </thead> <tbody> <tr> <td>Before</td> <td>04/19/2017</td> </tr> <tr> <td>After</td> <td>04/26/2018</td> </tr> </tbody> </table>		EII Entry Date	Before	04/19/2017	After	04/26/2018				
	EII Entry Date																
Before	04/19/2017																
After	04/26/2018																

i The information displayed in the Audit Trail is limited to year to date.

Example of Search Combinations

In the search example shown, a Student and an Editing User have been selected. The From Date and To Date fields have not been utilized.

FOCUS Writers02 Select Student/Staff ▾ Audit Trail Lizette Garcia Focus High School - 0041 ▾ SIS 2022-2023 ▾ 4th 9 Weeks ▾ ERP

Student: Abe, Charlie Noel (4400055879), Abbott, Charlie Christo... ▾ Editing User: Garcia, Lizette ▾ From Date: 04/01/2023 To Date: 05/12/2023 Submit

Student Enrollment Report Card Grades Address Contacts Referrals Attendance School Choice Legacy Viewed

Export Filter: OFF

Date ▴	Editing User ▴	Student ▴	IP ▴	Form ▴	Log Table ▴	Action ▴	Changes												
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table border="1"> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> <th>Field</th> <th>School</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>055879</td> <td>SISStudent</td> <td>State Computer Based Test Accommodations</td> <td>Focus High</td> </tr> </tbody> </table>		Source	Source Class	Field	School	After	055879	SISStudent	State Computer Based Test Accommodations	Focus High		
	Source	Source Class	Field	School															
After	055879	SISStudent	State Computer Based Test Accommodations	Focus High															
04/26/2023 14:20:32	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20			UPDATE	<table border="1"> <thead> <tr> <th></th> <th>EII Entry Date</th> </tr> </thead> <tbody> <tr> <td>Before</td> <td>04/19/2017</td> </tr> <tr> <td>After</td> <td>04/26/2018</td> </tr> </tbody> </table>		EII Entry Date	Before	04/19/2017	After	04/26/2018						
	EII Entry Date																		
Before	04/19/2017																		
After	04/26/2018																		
04/10/2023 14:27:01	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		Immunization Exemption	INSERT	<table border="1"> <thead> <tr> <th></th> <th>Immunization</th> <th>Exemption</th> <th>Exemption Date</th> <th>School</th> <th>Sour</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>HIB</td> <td>Medical Exemption</td> <td>04/05/2023</td> <td>Focus High School - 0041</td> <td>SISS</td> </tr> </tbody> </table>		Immunization	Exemption	Exemption Date	School	Sour	After	HIB	Medical Exemption	04/05/2023	Focus High School - 0041	SISS
	Immunization	Exemption	Exemption Date	School	Sour														
After	HIB	Medical Exemption	04/05/2023	Focus High School - 0041	SISS														

In the example shown, a Student has been selected and a starting date (From Date) has been entered.

FOCUS Writers02 Select Student/Staff ▾ Audit Trail Lizette Garcia Focus High School - 0041 ▾ SIS 2022-2023 ▾ 4th 9 Weeks ▾ ERP

Student: Abe, Charlie Noel (055879), Abbott, Charlie Christo... ▾ Editing User: ▾ From Date: 04/01/2023 To Date: ▾ Submit

Student Enrollment Report Card Grades Address Contacts Referrals Attendance School Choice Legacy

Export Filter: OFF

Date ▴	Editing User ▴	Student ▴	IP ▴	Form ▴	Log Table ▴	Action ▴	Changes								
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table border="1"> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> <th>Field</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>055879</td> <td>SISStudent</td> <td>Sta</td> </tr> </tbody> </table>		Source	Source Class	Field	After	055879	SISStudent	Sta
	Source	Source Class	Field												
After	055879	SISStudent	Sta												
04/26/2023 14:20:32	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20			UPDATE	<table border="1"> <thead> <tr> <th></th> <th>EII Entry Date</th> </tr> </thead> <tbody> <tr> <td>Before</td> <td>04/19/2017</td> </tr> <tr> <td>After</td> <td>04/26/2018</td> </tr> </tbody> </table>		EII Entry Date	Before	04/19/2017	After	04/26/2018		
	EII Entry Date														
Before	04/19/2017														
After	04/26/2018														
04/13/2023 11:45:19	Weiss, Ashley	Bell, Donald	47.202.143.135			INSERT	<table border="1"> <thead> <tr> <th></th> <th>Enabled</th> <th>Staff</th> <th>Person</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>Y</td> <td>Bell, Ben</td> <td>Parent, Pare</td> </tr> </tbody> </table>		Enabled	Staff	Person	After	Y	Bell, Ben	Parent, Pare
	Enabled	Staff	Person												
After	Y	Bell, Ben	Parent, Pare												

In the example shown, a Student has been selected, and a time frame has been defined (From Date and To Date).

Select Student/Staff ▾
Audit Trail

Lizette Garcia
Focus High School - 0041 ▾
SIS
2022-2023 ▾
4th 9 Weeks ▾
ERP

Student: Abe, Charlie Noel (55879), Abbott, Charlie Christo... ▾
Editing User: ▾
From Date: 04/01/2023
To Date: 05/12/2023

Submit

Student
Enrollment
Report Card Grades
Address
Contacts
Referrals
Attendance
School Choice
Legacy
Viewed

Export
Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Form ▾	Log Table ▾	Action ▾	Changes								
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> <th>Field</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>55879</td> <td>SISStudent</td> <td>State Computer Based Test Accom</td> </tr> </tbody> </table>		Source	Source Class	Field	After	55879	SISStudent	State Computer Based Test Accom
	Source	Source Class	Field												
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	EII Entry Date														
Before	04/19/2017														
After	04/26/2018														

In the example shown, an Editing User has been selected and a To Date has been entered.

Select Student/Staff ▾
Audit Trail

Lizette Garcia
Focus High School - 0041 ▾
SIS
2022-2023 ▾
4th 9 Weeks ▾
ERP

Student: ▾
Editing User: Garcia, Lizette ▾
From Date: ▾
To Date: 05/12/2023

Submit

Student
Enrollment
Report Card Grades
Address
Contacts
Referrals
Attendance
School Choice
Legacy
Viewed

Export
Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Form ▾	Log Table ▾	Action ▾	Changes										
05/03/2023 14:22:12	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		State Computer Based Test Accommodations	INSERT	<table> <thead> <tr> <th></th> <th>Source</th> <th>Source Class</th> <th>Field</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>55879</td> <td>SISStudent</td> <td>State Computer Based Test Accom</td> </tr> </tbody> </table>		Source	Source Class	Field	After	55879	SISStudent	State Computer Based Test Accom		
	Source	Source Class	Field														
After	55879	SISStudent	State Computer Based Test Accom														
04/26/2023 14:20:32	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20			UPDATE	<table> <thead> <tr> <th></th> <th>EII Entry Date</th> </tr> </thead> <tbody> <tr> <td>Before</td> <td>04/19/2017</td> </tr> <tr> <td>After</td> <td>04/26/2018</td> </tr> </tbody> </table>		EII Entry Date	Before	04/19/2017	After	04/26/2018				
	EII Entry Date																
Before	04/19/2017																
After	04/26/2018																
04/13/2023 11:45:19	Weiss, Ashley	Bell, Donald	47.202.143.135			INSERT	<table> <thead> <tr> <th></th> <th>Enabled</th> <th>Staff</th> <th>Person</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>Y</td> <td>Bell, Ben</td> <td>Parent, Parent</td> </tr> </tbody> </table>		Enabled	Staff	Person	After	Y	Bell, Ben	Parent, Parent		
	Enabled	Staff	Person														
After	Y	Bell, Ben	Parent, Parent														
04/10/2023 14:27:01	Garcia, Lizette	Abe, Charlie Noel	47.203.209.20		Immunization Exemption	INSERT	<table> <thead> <tr> <th></th> <th>Immunization</th> <th>Exemption</th> <th>Exemption Date</th> <th>School</th> </tr> </thead> <tbody> <tr> <td>After</td> <td>HIB</td> <td>Medical Exemption</td> <td>04/05/2023</td> <td>Focus Hi</td> </tr> </tbody> </table>		Immunization	Exemption	Exemption Date	School	After	HIB	Medical Exemption	04/05/2023	Focus Hi
	Immunization	Exemption	Exemption Date	School													
After	HIB	Medical Exemption	04/05/2023	Focus Hi													

Audit Trail Results

Student

Click the **Student** tab for changes made to the Student record, such as Middle Name, 504 Entry Plan Date, etc.

Student:
Abe, Charlie Noel (00...

Editing User:

From Date:
01/01/2021

To Date:
05/01/2021

Submit

Student

Enrollment

Report Card Grades

Address

Contacts

Referrals

Attendance

Legacy

Viewed

Export

Filter: OFF

Date	Editing User	Student	IP	Form	Log Table	Action	Changes
03/29/2021 12:49:24	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138			UPDATE	<div>Staff</div> <div>BeforeArana, Naiara</div> <div>After24299</div>
03/29/2021 12:49:16	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138			INSERT	<div>EnabledStaffPerson</div> <div>AfterYArana, NaiaraParent, Parent</div>
02/26/2021 09:24:04	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138			UPDATE	<div>Student Email Address</div> <div>Before</div> <div>Afterlizette@gmail.com</div>
02/26/2021 09:24:04	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138			UPDATE	<div>Google Classroom Email Address</div> <div>Before</div>



As part of the Audit Trail you will see the Date the change was made, the Editing User who made the change, the Student's name, the IP address of the device (computer) used to make the change, the Form and/or Log Table affected, the Action made, such as UPDATE, and the Changes made, which includes a Before and After.

Enrollment

Click the **Enrollment** tab to display changes made to the Enrollment record, such as grade changes, withdrawals, etc.

Student: Abe, Charlie Noel (00... ▼ Editing User: ▼ From Date: 01/01/2020 To Date: 05/01/2021 Submit

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed

Export   Filter: OFF

Date ▼	Editing User ▼	Student ▼	IP ▼	School ▼	School Year ▼	Start Date ▼	Action ▼	Changes
08/18/2020 23:45:53	Salina	Abrego	47.201.163.159	Focus High School - 0041	2020	08/13/2020	UPDATE	<div><div>End Date</div><div>Before 08/18/2020</div><div>After</div></div>
08/18/2020 23:45:53	Salina	Abrego	47.201.163.159	Focus High School - 0041	2020	08/13/2020	UPDATE	<div><div>Drop Code</div><div>Before (W05) Dropped Out</div><div>After</div></div>
08/18/2020 23:41:51	Salina	Abrego	47.201.163.159	Focus High School - 0041	2020	08/13/2020	UPDATE	<div><div>End Date</div><div>Before</div><div>After 08/18/2020</div></div>
								<div><div>Drop Code</div></div>

As part of the Audit Trail you will see the Date the change was made, the Editing User who made the change, the Student's name, the IP address of the device (computer) used to make

the change, the School, the School Year, the Start Date, the Action made, such as UPDATE, and the Changes made, which includes a Before and After.

The Audit Trail also displays added or deleted logging fields as INSERT or DELETE (Action).

Student

Enrollment

Report Card Grades

Address

Contacts

Referrals

Attendance

Legacy

Viewed

Prev

Page: 1 / 2

Next

Export

Filter: OFF

Editing User	Student	IP	School	School Year	Start Date	Action	Changes				
Title	Title	65.32.97.113	Applicants	2020	08/19/2020	INSERT		Year	School	Start Date	Enrollment Code
							After	2020	Applicants	08/19/2020	Enrolled in Applicants School
Title	Title	65.32.97.113	Applicants	2020	10/21/2020	INSERT		Year	School	Start Date	Enrollment Code
							After	2020	Applicants	10/21/2020	Enrolled in Applicants School
Title	Title	65.32.97.113	Applicants	2020	10/27/2020	INSERT		Year	School	Start Date	Enrollment Code
							After	2020	Applicants	10/27/2020	Enrolled in Applicants School
Schmadei	Schmadeke	71.122.219.50	Applicants	2020	08/19/2020	INSERT		Year	School	Start Date	Enrollment Code
							After	2020	Applicants	08/19/2020	Enrolled in Applicants School
Schmadei	Schmadeke	71.122.219.50	Applicants	2020	08/19/2020	INSERT		Year	School	Start Date	Enrollment Code

Report Card Grades

Click the **Report Card Grades** tab to display changes made to the student's report card grades, such as grade changes, posted grades, etc.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed

Export  

Filter: OFF

Date	Editing User	Student	IP	School	School Year	Marking Period	Course Number	Action	Changes	
11/10/2020 16:36:47	Salinas	Ahrens	47.201.170.154	Focus High School - 0041	2019	Semester 1	2100330	UPDATE		Report Card Grade
									Before	C
									After	B
11/02/2020 10:31:53	Acevedo	Austin	47.203.94.165	Focus High School - 0041	2020	1st 9 Weeks	1001370	UPDATE		Last Updated User
									Before	Fermina Dominique
									After	Fermina Dominique
09/18/2020 13:45:08	Hebert	Austin	47.192.155.86	Focus High School - 0041	2020	1st 9 Weeks	1206320	UPDATE		Last Updated Date
									Before	09/18/2020
									After	09/18/2020
09/16/2020 10:30:00	Conrad	Abs	47.203.94.165	Focus High School - 0041	2020	Semester 2	1001370	INSERT		
							</			

As part of the Audit Trail you will see the Date the change was made, the Editing User who made the change, the Student's name, the IP address of the device (computer) used to make the change, the School, the School Year, the Marking Period, the Course Number, the Action made, such as UPDATE, and the Changes made, which includes a Before and After.

The Audit Trail also displays added or deleted logging fields as INSERT or DELETE (Action).

Student Enrollment

Report Card Grades

Address

Contacts

Referrals

Attendance

Legacy

Viewed

Export

Filter:

OFF

Date	Editing User	Student	IP	School	School Year	Marking Period	Course Number	Action	Changes		
03/10/2021 20:20:38	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138	Focus High School - 0041	2020	Semester 2	1001370	INSERT		Id	Syear
									After	11293846	2020
03/10/2021 20:19:04	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138	Focus High School - 0041	2020	E121650	1001370	INSERT		Id	Syear
									After	11293845	2020
03/10/2021 20:14:38	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138	Focus High School - 0041	2020	4th 9 Weeks	1001370	INSERT		Id	Syear
									After	11293843	2020
03/10/2021 20:14:38	Garcia, Lizette	Barro	47.203.208.138	Focus High School - 0041	2020	4th 9 Weeks	1001370	INSERT		Id	Syear
									After	11293844	2020
03/10/2021 20:14:14	Garcia, Lizette	Abe, Charlie Noel	47.203.208.138	Focus High School - 0041	2020	E121653	1001370	INSERT		Id	Syear

Address

Click the **Address** tab to display changes made to the student's address record, such as Street Name, etc.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed

< Prev

Page: 1 / 2

Next >

Export

Filter: OFF

Date	Editing User	Student	IP	Address	Type	Action	Changes																		
11/03/2020 21:23:36	Aceved	Murillo	47.203.94.165	123 Central Ave.		UPDATE	<table><tr><td></td><td>Zipcode</td><td>City</td><td>State</td><td>Mail City</td><td>Mail St</td></tr><tr><td>Before</td><td>11111</td><td>ZUZ ZUOUO</td><td>UZ</td><td>KEY LARGO</td><td>FL</td></tr><tr><td>After</td><td>24</td><td></td><td>TX</td><td></td><td></td></tr></table>		Zipcode	City	State	Mail City	Mail St	Before	11111	ZUZ ZUOUO	UZ	KEY LARGO	FL	After	24		TX		
	Zipcode	City	State	Mail City	Mail St																				
Before	11111	ZUZ ZUOUO	UZ	KEY LARGO	FL																				
After	24		TX																						
11/03/2020 21:23:36	Aceved	Murillo	47.203.94.165	123 Central Ave.		UPDATE	<table><tr><td></td><td>Mailing</td></tr><tr><td>Before</td><td>Y</td></tr><tr><td>After</td><td></td></tr></table>		Mailing	Before	Y	After													
	Mailing																								
Before	Y																								
After																									
11/02/2020 19:45:48	Bodnar	Jokes	174.229.8.116	1300 Mocking Bird Ln		INSERT	<table><tr><td></td><td>Address</td><td>City</td><td>State</td><td>Zipcode</td></tr><tr><td>After</td><td>1300 Mocking Bird Ln</td><td></td><td>TX</td><td>4</td></tr></table>		Address	City	State	Zipcode	After	1300 Mocking Bird Ln		TX	4								
	Address	City	State	Zipcode																					
After	1300 Mocking Bird Ln		TX	4																					
11/02/2020 19:45:48	Bodnar	Jokes	174.229.8.116	1300 Mocking Bird Ln		INSERT	<table><tr><td></td><td>Residence</td><td>Mailing</td><td>Address</td></tr><tr><td>After</td><td>Y</td><td>Y</td><td>1300 Mocking Bird Ln</td></tr></table>		Residence	Mailing	Address	After	Y	Y	1300 Mocking Bird Ln										
	Residence	Mailing	Address																						
After	Y	Y	1300 Mocking Bird Ln																						

As part of the Audit Trail you will see the Date the change was made, the Editing User who made the change, the Student's name, the IP address of the device (computer) used to make the change, the original Address, the Type, the Action made, such as UPDATE, and the Changes made, which includes a Before and After.

The Audit Trail also displays added or deleted logging fields as INSERT or DELETE (Action).

Export

Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Address ▾	Type ▾	Action ▾	Changes																								
08/21/2019 09:38:58	Garcia, Lizette	Ada	173.170.109.160	12208 Saddle Strap Row		INSERT																									
08/21/2019 09:38:58	Garcia, Lizette	Ada	173.170.109.160	12208 Saddle Strap Row		INSERT	<table> <tr> <th></th> <th>Address</th> </tr> <tr> <td>After</td> <td>12208 Saddle Strap Row</td> </tr> </table>		Address	After	12208 Saddle Strap Row																				
	Address																														
After	12208 Saddle Strap Row																														
08/21/2019 09:38:58	Garcia, Lizette	Ada	173.170.109.160	12208 Saddle Strap Row		UPDATE	<table> <tr> <th></th> <th>Zipcode</th> <th>City</th> <th>State</th> <th>Street Name</th> <th>Street Suffix</th> <th>Number</th> <th>Address</th> </tr> <tr> <td>Before</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>After</td> <td></td> <td></td> <td>FL</td> <td>SADDLE STRAP</td> <td>ROW</td> <td>12208</td> <td>12208 Saddle Strap Row</td> </tr> </table>		Zipcode	City	State	Street Name	Street Suffix	Number	Address	Before								After			FL	SADDLE STRAP	ROW	12208	12208 Saddle Strap Row
	Zipcode	City	State	Street Name	Street Suffix	Number	Address																								
Before																															
After			FL	SADDLE STRAP	ROW	12208	12208 Saddle Strap Row																								

Contacts

Click the **Contacts** tab to display changes made to the student's contacts records, such as phone numbers, etc.

Student

Enrollment

Report Card

Grades

Address

Contacts

Referrals

Attendance

Legacy



Viewed

◀ Prev

Page: 1 / 3

Next ▶

Export

Filter: OFF

Date ▾	Editing User ▾	Student ▾	IP ▾	Contact ▾	Type ▾	Action ▾	Changes		
08/18/2020 17:34:44	Salinas	Acosta	47.201.163.159	Acosta		UPDATE		First Name	Last Name
							Before	Parent	Parent
							After		Acosta
08/18/2020 17:35:26	Salinas	Acosta	47.201.163.159	Acosta		UPDATE		First Name	Last Name
							Before	Parent	Parent
							After		Acosta
08/18/2020 17:34:56	Salinas	Acosta	47.201.163.159	Acosta		UPDATE		First Name	Last Name
							Before	Parent	Parent
							After		Acosta
								First Name	Last Name

As part of the Audit Trail you will see the Date the change was made, the Editing User who made the change, the Student's name, the IP address of the device (computer) used to make the change, the Contact's name, the Type, the Action made, such as DELETE, and the Changes made, which includes a Before and After.

The Audit Trail also displays added or deleted logging fields as INSERT or DELETE (Action).

11/02/2020 19:46:38	Bodnar	Jokes,	174.229.8.116	Bodnar		INSERT	<table><tr><td></td><td>Person</td></tr><tr><td>After</td><td>Dianna</td></tr></table>		Person	After	Dianna		
	Person												
After	Dianna												
11/02/2020 19:46:37	Bodnar	Jokes,	174.229.8.116	Bodnar		INSERT	<table><tr><td></td><td>First Name</td><td>Last Name</td></tr><tr><td>After</td><td></td><td>Bodnar</td></tr></table>		First Name	Last Name	After		Bodnar
	First Name	Last Name											
After		Bodnar											
08/19/2020 09:42:34	Schmadeke	Schmadeke	71.122.219.50	Schmadeke, David		INSERT	<table><tr><td></td><td>First Name</td><td>Last Name</td></tr><tr><td>After</td><td></td><td>Schmadeke</td></tr></table>		First Name	Last Name	After		Schmadeke
	First Name	Last Name											
After		Schmadeke											
08/19/2020 09:42:34	Schmadeke	Schmadeke	71.122.219.50	Schmadeke, David		INSERT	<table><tr><td></td><td>Person</td></tr><tr><td>After</td><td>851139</td></tr></table>		Person	After	851139		
	Person												
After	851139												
08/18/2020 20:54:12	Salinas	Schmadeke, Andrew	47.201.163.159	Schmadeke, David		INSERT	<table><tr><td></td><td>First Name</td><td>Last Name</td></tr><tr><td>After</td><td></td><td>Schmadeke</td></tr></table>		First Name	Last Name	After		Schmadeke
	First Name	Last Name											
After		Schmadeke											
08/18/2020 20:54:12	Salinas	Schmadeke, Andrew	47.201.163.159	Schmadeke, David		INSERT	<table><tr><td></td><td>Person</td></tr><tr><td>After</td><td>851138</td></tr></table>		Person	After	851138		
	Person												
After	851138												

Referrals

Click the **Referrals** tab to display changes to students' referral records including referral logging fields, including Reviewed by Admin, Time Of Day Incident Occurred, Location, etc.

Student

Enrollment

Report Card Grades

Address

Contacts

Referrals

Attendance

Legacy

Viewed

Prev

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Next

Export

Filter: OFF

Date	Editing User	Student	IP	Referral ID	School	School Year	Entry Date	Action	Changes
04/08/2021 13:34:31	Monro	Acevedo	70.126.112.36	1056497	Focus High School - 0041	2020	04/08/2021	INSERT	<div>Zero-tolerance:expulsion</div> <div>AfterThe student was not expelled</div>
04/08/2021 13:34:31	Monro	Acevedo	70.126.112.36	1056497	Focus High School - 0041	2020	04/08/2021	UPDATE	<div>Reviewed By Admin</div> <div>Before</div> <div>AfterY</div>
04/08/2021 13:34:31	Monro	Acevedo	70.126.112.36	1056497	Focus High School - 0041	2020	04/08/2021	UPDATE	<div>Time Of Day Incident Occurred</div> <div>Before</div> <div>After9:45 am</div>
04/08/2021 13:34:31	Monro	Acevedo	70.126.112.36	1056497	Focus High School - 0041	2020	04/08/2021	UPDATE	<div>Location</div> <div>Before</div>

As part of the Audit Trail you will see the Date the change was made, the Editing User who made the change, the Student's name, the IP address of the device (computer) used to make the change, the Referral ID number, the School, the School Year, Entry Date, the Action made, such as UPDATE, and the Changes made, which includes a Before and After.

The Audit Trail also displays added or deleted logging fields as INSERT or DELETE (Action).

Attendance

Click the **Attendance** tab to display records that were updated by administrative users, as well as teachers.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed									
<div> <div>Prev</div> <div>Page: 1 / 2</div> <div>Next</div> <div>Export</div> <div>Filter: OFF</div> </div>									
Date	Editing User	Student	IP	School	Attendance Date	Period	Teacher	Action	Changes
08/27/2020 17:43:57	Picken	Abrego,	100.6.81.77	Focus High School - 0041	08/27/2020	03	Portillo	UPDATE	<div>Attendance Code</div> <div>Before E - Excused Absences</div> <div>After T - Unexcused Tardy</div>
08/27/2020 17:24:13	Picken	Abrego,	100.6.81.77	Focus High School - 0041	08/27/2020	03	Portillo	UPDATE	<div>Attendance Code</div> <div>Before</div> <div>After E - Excused Absences</div>
08/27/2020 17:23:37	Picken	Abrego,	100.6.81.77	Focus High School - 0041	08/27/2020	03	Portillo	INSERT	<div>Course Period</div> <div>After 03 03 - 003 - Robin F</div>
08/19/2020 12:48:47	Salina	Granata,	71.122.219.50	Focus High School - 0041	08/19/2020	01	Varela	UPDATE	<div>Attendance Code</div> <div>Before P - Present</div>

As part of the Audit Trail you will see the Date the change was made, the Editing User who made the change, the Student's name, the IP address of the device (computer) used to make the change, the School associated with the period attendance change, the Attendance Date in question, the Period impacted, the Teacher of the period changed, the Action made, such as UPDATE, and the Changes made, which includes a Before and After.

The Audit Trail also displays added or deleted logging fields as INSERT or DELETE (Action).

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed									
<div> <div>Prev</div> <div>Page: 1 / 2</div> <div>Next</div> <div>Export</div> <div>Filter: OFF</div> </div>									
Date	Editing User	Student	IP	School	Attendance Date	Period	Teacher	Action	Changes
08/27/2020 17:23:37	Picken	Abrego,	100.6.81.77	Focus High School - 0041	08/27/2020	03	Portillo,	INSERT	<div>Course Period</div> <div>After 03 03 - 003 - Robin Fry 1805</div>
08/18/2020 17:33:40	Salinas	Acosta,	47.201.163.159	Focus High School - 0041	08/18/2020	07	Skiles,	INSERT	<div>Course Period</div> <div>After 07 07 - 003 - Ledoux 1805</div>
08/18/2020 17:31:31	Salinas	Abrego,	47.201.163.159	Focus High School - 0041	08/18/2020	07	Pachecc	INSERT	<div>Course Period</div> <div>After 07 07 - 004 - Knudsen 18</div>
07/30/2020 13:20:25	Picken	Acevedo,	100.6.81.77	High School - 0131	07/30/2020	06	Wieland,	INSERT	<div>Attendance Teacher Code</div> <div>After T - Unexcused Tardy Y</div>
08/27/2020 17:43:57	Picken	Abrego,	100.6.81.77	Focus High School - 0041	08/27/2020	03	Portillo,	UPDATE	<div>Attendance Code</div> <div>Before E - Excused Absences E - Excused</div> <div>After T - Unexcused Tardy T - Unexcused</div>

School Choice

Click the **School Choice** tab to display submissions or changes to school choice records made from the School Choice Application, Magnet Application, Special Placement Application, Magnet/Special Assignment, School Choice Reports, and/or Run Lottery screens.

Student	Enrollment	Report Card Grades	Address	Contacts	Referrals	Attendance	School Choice	Legacy	Viewed
13 Records Export Filter: OFF Toggle Columns Page Size: 20									
Date	IP	Editor	Student	Program	Year	App Type	Operation	Changes	
04/12/2022 10:56am	47.199.190.172	27342 - Monro	0055879 - Abe, Charlie Noel	10 - International Baccalaureate, Focus High School - 0041	2021	Magnet	UPDATE	Before	After
04/12/2022 10:56am	47.199.190.172	27342 - Monro	0055879 - Abe, Charlie Noel	10 - International Baccalaureate, Focus High School - 0041	2021	Magnet	UPDATE	Before	After
04/12/2022 10:56am	47.199.190.172	27342 - Monro	0055879 - Abe, Charlie Noel	11 - Spanish Immersion, Focus High School - 0041	2021	Magnet	UPDATE	Before	After
04/12/2022 10:56am	47.199.190.172	27342 - Monro	0055879 - Abe, Charlie Noel	11 - Spanish Immersion, Focus High School - 0041	2021	Magnet	INSERT	After	

As part of the Audit Trail you will see the Date the change was made, the IP address of the device (computer) used to make the change, the Editor who made the change, the Student's name, the Program, the App Type, the Operation (Update, Insert, etc.), and the Changes made, which includes a Before and After.

The Audit Trail also displays added or deleted logging fields as INSERT or DELETE (Operation).

Legacy

1. Click the **Legacy** tab to display other changes made to student data that was imported.

Student	Enrollment	Report Card Grades	Address	Contacts	Referrals	Attendance	Legacy	Viewed
Report Timeframe: January 1 2020 - May 1 2021 Update Filter by Data Element: N/A Search Screen Simple List Customized List								
12 Results Filter Search								
Data Affected	Photo	Student	Student ID	Grade	User Changed	Change Date	Record Details	Description
Schedule		Elam, Angie	082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	ALG 2 HON	Dropped: =>2021-04-14, : =>Lizette Garcia,
Schedule		Elam, Angie	082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	2-D STUDIO ART 1	Dropped: =>2021-04-14, : =>Lizette Garcia,
Schedule		Elam, Angie	082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	US GOVT	Dropped: =>2021-04-14, : =>Lizette Garcia,
Schedule		Elam, Angie	082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	CHEM 1 HON	Dropped: =>2021-04-14, : =>Lizette Garcia,

As part of the Audit Trail you will see the Data Affected, the student's Photo, the Student's name, the Student ID, student's Grade level, the user who changed data (User Changed), the Changed Date, the Record Details, and the Description of the change made.

2. Once a search has been conducted, several new filters will appear, such as an additional **Report Timeframe**. Use the date pull-downs or calendar icon to set new dates.

The screenshot shows the Focus Writers02 Audit Trail interface. At the top, there's a header with the Focus logo, 'Writers02', and navigation links like 'Select Student/Staff' and 'Audit Trail'. On the right, user information 'Lizette Garcia' and school information 'Focus High School - 0041', '2022-2023', '4th 9 Weeks' are displayed. Below the header, there's a search section with 'Student:' and 'Editing User: Garcia, Lizette' fields, and 'From Date:' and 'To Date: 05/12/2023' date pickers. A 'Submit' button is present. Below the search section, there's a horizontal menu with tabs: 'Student', 'Enrollment', 'Report Card Grades', 'Address', 'Contacts', 'Referrals', 'Attendance', 'School Choice', 'Legacy' (highlighted in orange), and 'Viewed'. Under the 'Legacy' tab, there's a 'Report Timeframe' section with two date pickers: 'April 1 2023' and 'May 12 2023', separated by a minus sign. Below these are 'Filter by Data Element: Schedule' and an 'Update' button. At the bottom, there are links for 'Search Screen', 'Simple List', and 'Customized List'.

3. You can also select to **Filter by Data Element** from the corresponding pull-down, such as Student Demographics, etc.

This screenshot is identical to the previous one, showing the Focus Writers02 Audit Trail interface. The 'Report Timeframe' section is highlighted with a red box, showing the date pickers for 'April 1 2023' and 'May 12 2023'. The 'Filter by Data Element: Schedule' dropdown is also highlighted with a red box.

4. Click **Update**.





This screenshot is identical to the previous ones, showing the Focus Writers02 Audit Trail interface. The 'Update' button in the 'Report Timeframe' section is highlighted with a red box.

5. Click on the **gray arrow** for additional information and the related query.

Student
Enrollment
Report Card Grades
Address
Contacts
Referrals
Attendance
Legacy
Viewed

Report Timeframe:
April
1
2021
-
May
1
2021
Update
Filter by Data Element:
Schedule
Search Screen
Simple List
Customized List

12 Results
Filter
Search

	Data Affected	Photo	Student	Student ID	Grade	User Changed	Change Date	Record Details	Description
<input checked="" type="checkbox"/>	Schedule		Elam, Angie	0082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	ALG 2 HON	Dropped: =>2021-04-14, : =>Lizette Garcia,
UPDATE SCHEDULE SET END_DATE="2021-04-14",MODIFIED_DATE = CURRENT_TIMESTAMP, MODIFIED_BY = "Lizette Garcia" WHERE STUDENT_ID="4400082720" AND ID="6978253"									
<input type="checkbox"/>	Schedule		Elam, Angie	082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	2-D STUDIO ART 1	Dropped: =>2021-04-14, : =>Lizette Garcia,
<input type="checkbox"/>	Schedule		Elam, Angie	082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	US GOVT	Dropped: =>2021-04-14, : =>Lizette Garcia,
<input type="checkbox"/>	Schedule		Elam, Angie	082720	11	Garcia, Lizette	Apr 14, 2021 09:04 AM	CHEM 1 HON	Dropped: =>2021-04-14, : =>Lizette Garcia,

Viewed

Click the **Viewed** tab to display student fields viewed by the selected user(s).

Student
Enrollment
Report Card Grades
Address
Contacts
Referrals
Attendance
Legacy
Viewed

Prev
Page: 1 / 5
Next
Export
Filter: OFF

Viewing User	Student ID	Date	Fields Viewed
Garcia, Lizette	0081751	03/08/2021 12:15 PM	General Information: Social Security, TERMS ID, Birthdate, Gender, Student ID, First Name, Middle Name, Last Name, Suffix, Username, Password, Profile
Garcia, Lizette	0081751	03/08/2021 12:15 PM	General Information: Social Security, TERMS ID, Birthdate, Gender, Student ID, First Name, Middle Name, Last Name, Suffix, Username, Password, Profile General Demographics : Directory Consent, Honor Integrity Signed, Original Enter Code, Laptop Issue Date, Parent Requirements Understood?, Laptop Serial Number, Personal Student Email, Google Permission, Primary Lang Spoken in the Home, Secondary Lang Used, Zoned District Number, Zoned School Number, Date Entered United States School, Immunization Status, Language Info, Application Complete, Single Ethnicity, Acknowledgement of Admissions Statement, Custody Alert, Custody Alert Notes, AKA, Missing Child, Birth Date Verification, Student Phone Number, Location of Birth, Race: White, Race: Black or African American, Opt Out, Home School Annual Evaluation , Home Language Survey Date, Primary Student Language, Permission to Survey, Permission to Photo/video, Permission for Internet, Homeschool Virtual, Media Permission, Permission for Screening, Counselor, Birth State, Birthdate, Ethnicity: Hispanic or Latino, Gender, 21st Century Participant, TSIC, Food Service PK Code, Country of Birth, Race: Asian, Race: American Indian or Alaska Native, Residence County, Resident Status, Student Email Address, A/B Day, Visual Race Determination, Permission for Activity, Locker Info, Habitual Truant, Former or Maiden Name, Participates in AVID, MTS Bypass Medicaid, McKay Attending School, Student Characteristic, Agency Programs, Promoted Pending Summer School Retention, Google Classroom Email Address, Race/Ethnicity Info, Race: Native Hawaiian or Other Pacific Islander, Report Card Language, Extra Curricular Eligibility, PMRN, Instructional Method (Attendance Method, Start Date, End Date, Days of the Week), Threat Classification (School Where The Threat Event Was Initiated, School Where The Threat Event Occurred, Date of Classification, Type of Classification, SSS Event ID, Result of Assessment), Original Enter Grade, Acceptable Use Policy, Permission for Directory Information, Grid Code, Home Room Number, Home Room Teacher, Original Enter Date, Date Grade Level was Changed, Reader1, Reader2
Garcia, Lizette	081751	03/08/2021 12:06 PM	General Information: Social Security, TERMS ID, Birthdate, Gender, Student ID, First Name, Middle Name, Last Name, Suffix, Username, Password, Profile
Garcia, Lizette	081751	03/08/2021 12:06 PM	General Information: Social Security, TERMS ID, Birthdate, Gender, Student ID, First Name, Middle Name, Last Name, Suffix, Username, Password, Profile

As part of the Audit Trail you will see the name of the Viewing User, the corresponding students' Student ID, the Date and time of viewing, as well as the Fields Viewed.

Additional Features

Use the **Filter** text box located at the top of each pull-down for a quick search. Begin typing the name of the student.

Editing User: Garcia, Lizette

Search:

☐ Exact [Check all](#) [Clear](#)

- ☒ Garcia, Lizette
- ☐ Velasco, Lizette Carol
- ☐ Roxy, Frida Lizette
- ☐ Battlestone, Brenda Lizette
- ☐ Wyatt, Annette M
- ☐ Esparza, Annette A
- ☐ White, Eleonora YVETTE
- ☐ Vergara, Annette Uriel
- ☐ Collado, Violetta EUGENIA
- ☐ Fussell, Violetta Joann

a. Select the **Exact** check box to display results that have an exact match only and hide partial matches to the entered text.

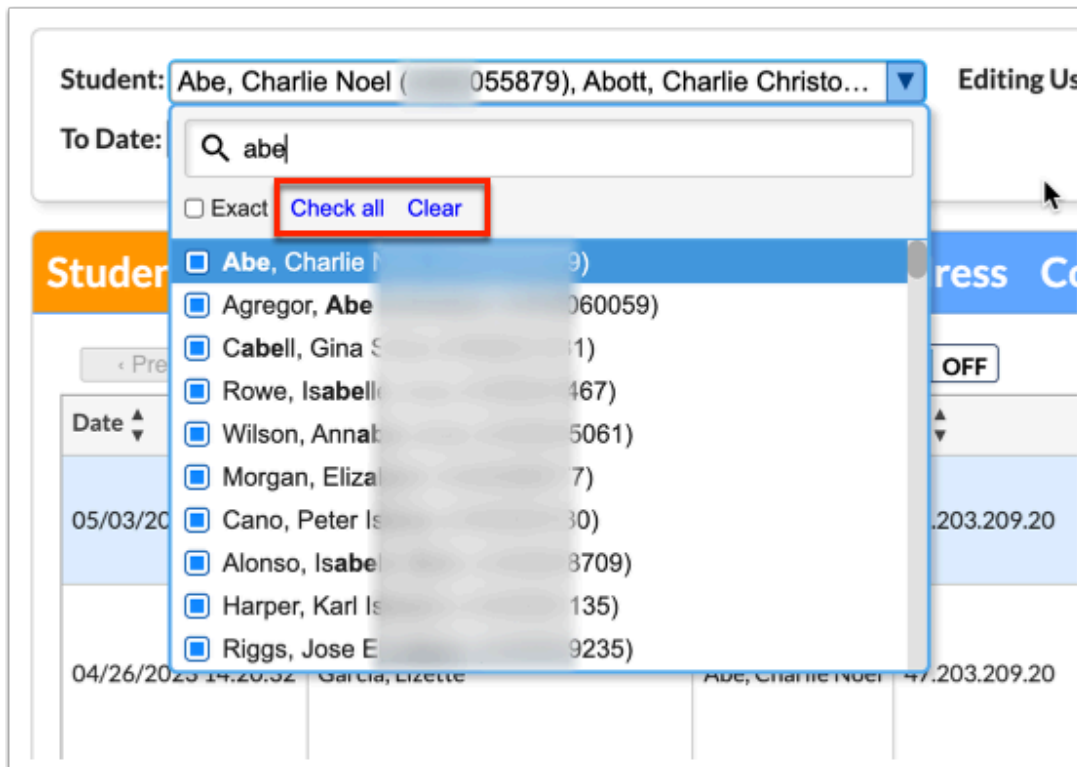
Editing User: Garcia, Lizette

Search:





☒ Exact [Check all](#) [Clear](#)

- ☒ Garcia, Lizette
- ☐ Roxy, Frida Lizette
- ☐ Velasco, Lizette Carol
- ☐ Battlestone, Brenda Lizette

Use the **Check all** and **Clear** links for quick selections. In the example shown, data will be pulled for all students listed at the selected school.



Click the **floppy disk** icon to export the listed data to an Excel spreadsheet. Note: This feature is only available on the Legacy tab.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed									
Report Timeframe: January 1 2021 - May 1 2021 Update									
Filter by Data Element: N/A									
Search Screen Simple List Customized List									
3 Results 									
Data Affected	Photo	Student	Student ID	Grade	User Changed	Change Date	Record Details	Description	
Schedule		Beltra	0076736	10	Monro	Apr 5, 2021 09:12 AM	ALG 1	Dropped: =>2021-04-05, : =>Patricia Monroy,	
Schedule		Bell,	0058551	09	Monro	Apr 5, 2021 09:11 AM	ALG 1	Dropped: =>2021-04-05, : =>Patricia Monroy,	
Schedule		Atencio	0060190	09	Monro	Apr 5, 2021 09:02 AM	ALG 1	Dropped: =>2021-04-05, : =>Patricia Monroy,	

To make the list full screen, click on the **expansion** icon (four arrows) next to the Search text box. Once in full screen mode, click the icon again to exit full screen. Note: This feature is only available on the Legacy tab.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance **Legacy** Viewed

Report Timeframe: January 1 2021 - May 1 2021 Update
 Filter by Data Element: N/A

Search Screen Simple List Customized List

3 Results

Data Affected	Photo	Student	Student ID	Grade	User Changed	Change Date	Record Details	Description
Schedule		Beltra	0076736	10	Monro	Apr 5, 2021 09:12 AM	ALG 1	Dropped: =>2021-04-05, : =>Patricia Monroy,
Schedule		Bell,	0058551	09	Monro	Apr 5, 2021 09:11 AM	ALG 1	Dropped: =>2021-04-05, : =>Patricia Monroy,
Schedule		Atencio	0060190	09	Monro	Apr 5, 2021 09:02 AM	ALG 1	Dropped: =>2021-04-05, : =>Patricia Monroy,

If looking for specific information housed within the resulting students, type the information in the **Search** text box provided and press **Enter**. Note: This feature is only available on the Legacy tab.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance **Legacy** Viewed

Report Timeframe: January 1 2021 - May 1 2021 Update
 Filter by Data Element: N/A

Search Screen Simple List Customized List

2 Results

Data Affected	Photo	Student	Student ID	Grade	User Changed	Change Date	Record Details	Description	Relevance
Schedule		Bell,	0058551	09	Monroy,	Apr 5, 2021 09:11 AM	ALG 1	Dropped: =>2021-04-05, : => Monroy,	
Schedule		Beltra	0076736	10	Monroy,	Apr 5, 2021 09:12 AM	ALG 1	Dropped: =>2021-04-05, : => Monroy,	

Click the **Filter** button to add Filter Rules to the student results. Note: This feature is only available on the Legacy tab.

Start by adding one rule, such as Student Contains abel, as shown in the image. The first pull-down is the listed columns. The second pull-down is the rule, such as contains, equal, starts with, etc. Then enter the information you would like to filter by in the text box.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance **Legacy** Viewed

Report Timeframe: January 1 2021 - May 1 2021 Update
 Filter by Data Element: N/A

Search Screen Simple List Customized List

FILTER RULES

Remove Student Contains bel AND

Remove Run Filter

Add Rule Clear Rules

2 Results

Data Affected	Photo	Student	Student ID	Grade	User Changed	Change Date	Record Details	Description
Schedule		Beltran	00076736	10	Monroy	Apr 5, 2021 09:12 AM	ALG 1	Dropped: =>2021-04-05, : => Monroy,
Schedule		Bell,	00058551	09	Monroy	Apr 5, 2021 09:11 AM	ALG 1	Dropped: =>2021-04-05, : => Monroy,

- a. Notice that you can also click the **Add Rule** link to add an additional filter.
- b. You can clear the filter by clicking the **Clear Rules** link.
- c. To remove just one rule/filter, click **Remove** next to each listed filter.

FILTER RULES

Remove

Student

↕

Contains

↕

abel

AND

↕

Remove

Grade

↕

Equal

↕

12

Run Filter

[Add Rule](#) [Clear Rules](#)

- d. If applying more than one filter rule, select AND or OR from the pull-down to determine how the filters will be applied.

FILTER RULES

Remove

Student

↕

Contains

↕

abel

Grade

↕

Equal

↕

12

Run Filter

[Add Rule](#) [Clear Rules](#)

Click any of the headers to sort data. Click once for ascending results; click twice for descending results.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed										
Export		Filter: OFF								
Date	Editing User	Student	IP	School	School Year	Start Date	Action	Changes		
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109	Focus High School - 0041	2020	02/02/2021	UPDATE	<div>Grade</div> <div>Before</div> <div>After 09</div>		
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109	Focus High School - 0041	2020	02/02/2021	UPDATE	<div>Enrollment Code</div> <div>Before</div> <div>After (E02) Transferring from a public school out of district but in the state</div>		
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109	Focus High School - 0041	2020	02/02/2021	UPDATE	<div>Prior District</div> <div>Before 44 -</div> <div>After 51 -</div>		
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109	Focus High School - 0041	2020	02/02/2021	INSERT	<div>Syear School Start Date Calendar</div> <div>After 2020 Focus High School - 0041 02/02/2021 Standard District Cale</div>		

If the resulting data contains multiple page of information, the Prev and Next buttons displays along with page numbers. Click **Prev** to go to the previous page and click **Next** to go to the next page.

You can also type a page number in the **Page** text box and press **Enter** to jump to the specified page.

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Export

Filter: OFF

Date ▴ ▾	Editing User ▴ ▾	Student ▴ ▾	IP ▴ ▾	Form ▴ ▾	Log Table ▴ ▾	Action ▴ ▾	Changes								
02/08/2021 20:58:43	Garcia, Lizette	Abrego	47.202.106.109			INSERT	<table> <tr> <td></td> <td>Enabled</td> <td>Staff</td> <td>Person</td> </tr> <tr> <td>After</td> <td>Y</td> <td>27436</td> <td>Parent, Parent</td> </tr> </table>		Enabled	Staff	Person	After	Y	27436	Parent, Parent
	Enabled	Staff	Person												
After	Y	27436	Parent, Parent												
02/08/2021 20:46:51	Garcia, Lizette	Abe, Charlie Noel	47.202.106.109			UPDATE	<table> <tr> <td></td> <td>Person</td> </tr> <tr> <td>Before</td> <td></td> </tr> <tr> <td>After</td> <td>832281</td> </tr> </table>		Person	Before		After	832281		
	Person														
Before															
After	832281														

Click **Excel** icon in the Export section to download the data to an Excel spreadsheet on your computer.

Student

Enrollment

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Export

Filter: OFF

Date ▴ ▾	Editing User ▴ ▾	Student ▴ ▾	IP ▴ ▾	Form ▴ ▾	Log Table ▴ ▾	Action ▴ ▾	Changes						
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109			UPDATE	<table> <tr> <td></td> <td>First Name</td> </tr> <tr> <td>Before</td> <td><<<<^^>>>></td> </tr> <tr> <td>After</td> <td>Lizette</td> </tr> </table>		First Name	Before	<<<<^^>>>>	After	Lizette
	First Name												
Before	<<<<^^>>>>												
After	Lizette												

Click the **Printer** icon in the Export section to print the data.

Student

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Export





Filter: OFF

Date ▴ ▾	Editing User ▴ ▾	Student ▴ ▾	IP ▴ ▾	Form ▴ ▾	Log Table ▴ ▾	Action ▴ ▾	Changes						
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109			UPDATE	<table> <tr> <td></td> <td>First Name</td> </tr> <tr> <td>Before</td> <td><<<<^^>>>></td> </tr> <tr> <td>After</td> <td>Lizette</td> </tr> </table>		First Name	Before	<<<<^^>>>>	After	Lizette
	First Name												
Before	<<<<^^>>>>												
After	Lizette												

Click **Filters** to further breakdown data.

Student Enrollment Report Card Grades Address Contacts Referrals Attendance Legacy Viewed							
<div> <div>Export</div> <div>Filter: ON</div> </div>							
<div> <div>+ 02/02/2021</div> <div>+ </div> <div>+ lizette</div> <div>+ </div> <div>+ </div> <div>+ </div> <div>+ update</div> <div>- abe</div> </div>							
Date	Editing User	Student	IP	Form	Log Table	Action	Changes
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109			UPDATE	<div>First Name</div> <div>Before <<<<^^>>>></div> <div>After Lizette</div>
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109			UPDATE	<div>Last Name</div> <div>Before <<<<^^>>>></div> <div>After Martinez</div>
02/02/2021 20:49:44	Garcia, Lizette	Martinez, Lizette	47.202.106.109			UPDATE	<div>Gender</div> <div>Before </div> <div>After F - Female</div>
							<div>Birthdate</div>

- To add more than one filter to a column, click on the **green plus sign**.
- To delete an added filter, click on the **red minus sign**.
- Select the **gray arrow** for more filtering options.

 For more information see [Filters](#).