

Incident Enhancements

Administrators can now create quick incidents. Users can choose to create incidents using the Create Quick Incident tool, which simplifies data entry that ensures that data is entered accurately. When created from the student pages, the student is automatically entered into the incident and assigned the role of offender.

Administrators also now have ability to re-associate action elements to a different participant/behavior relationship, once they have been placed, so users don't have to delete and start over.

Administrators can now view and filter the student's roles in their incidents at a glance from the Student Discipline page. Additionally, Incident has been relocated in the left-hand navigation to be in alphabetical order on **Start Page > Student Selection > Incident**.

Quick Incidents

Create Quick Incidents

Using the Create Quick Incident function, you can quickly and easily create a discipline incident.

How to Access Create Quick Incident from Special Functions

1. On the start page, choose **Special Functions** under Functions in the main menu. The Special Functions page appears.
2. Click **Incident Management**. The Incident List page appears.
3. Click **Create Incident** and choose **Create Quick Incident**. The Create Quick Incident drawer appears.

How to Access Create Quick Incident from Student Pages

1. On the start page, search for and select a student.
2. Under Administration, choose **Incidents** from the student pages menu. The Incident List page appears for that student.
3. Click **Create Incident** and choose **Create Quick Incident**. The Create Quick Incident drawer appears.