



ALE Application: Adding and Removing “Scanner Alerts”

You can add a “scanner alert” or STOP to a student by following these steps.

Go to “All ALE Students” and using the filters on the name column, filter to find the student for whom you wish to add a stop:

Full Name	Current Grade Level	Is Active	Prior Year WSLP (2018/19)	Current Year WSLP (2019/20)	Next Year WSLP (2020/21)
Aiden *	11th Grade	Yes		Enroll For Current WSLP (2019/20)	
Aislinn *	12th Grade	Yes		Enroll For Current WSLP (2019/20)	
Alejandro *	12th Grade	Yes		Enroll For Current WSLP (2019/20)	
Aleksen *	12th Grade	Yes		Enroll For Current WSLP (2019/20)	
Allisha *	12th Grade	Yes		Enroll For Current WSLP (2019/20)	
Ameer *	12th Grade	Yes		Enroll For Current WSLP (2019/20)	
Anjeanette *	10th Grade	Yes		Enroll For Current WSLP (2019/20)	
Baustun *	11th Grade	Yes		Enroll For Current WSLP (2019/20)	
Benjamin *	12th Grade	Yes		Enroll For Current WSLP (2019/20)	
Bernadean *	9th Grade	Yes		Enroll For Current WSLP (2019/20)	
Bernie Jean *	12th Grade	Yes		Enroll For Current WSLP (2019/20)	

Click on their name to open the “Manage Student” interface for that student, then click on the “Scanner Alerts” tab. This is what you will see if no current alerts exist. You can add a new one by clicking “Add Record” at the top right.

Abe *

Profile Assessments Attendance Health **Scanner Alerts** Documents

Scanner Alerts

Scanner Alert Messages for Data Admin (records)

Nothing matched the current criteria.

Add Record

The “Add Record” modal will open where the student will be auto selected and the “Scanner Message is Active” selector defaults to “True.” Type the text for your message

in the top left box and hit “Add.”

The screenshot shows a modal window titled "Add Record" with a "Validate" button in the top right. The main heading is "Add/Edit Scanner Alert Message". There are three input fields: "Scanner Alert Message Text (required)" containing "See Renee.", "Student (required)" with a dropdown menu showing "Abe * x" and a "Select" link, and "Scanner Alert Message Is Active (required)" which is an open dropdown menu with "True" selected and "False" as an option. A red arrow points to the "True" option in the dropdown.

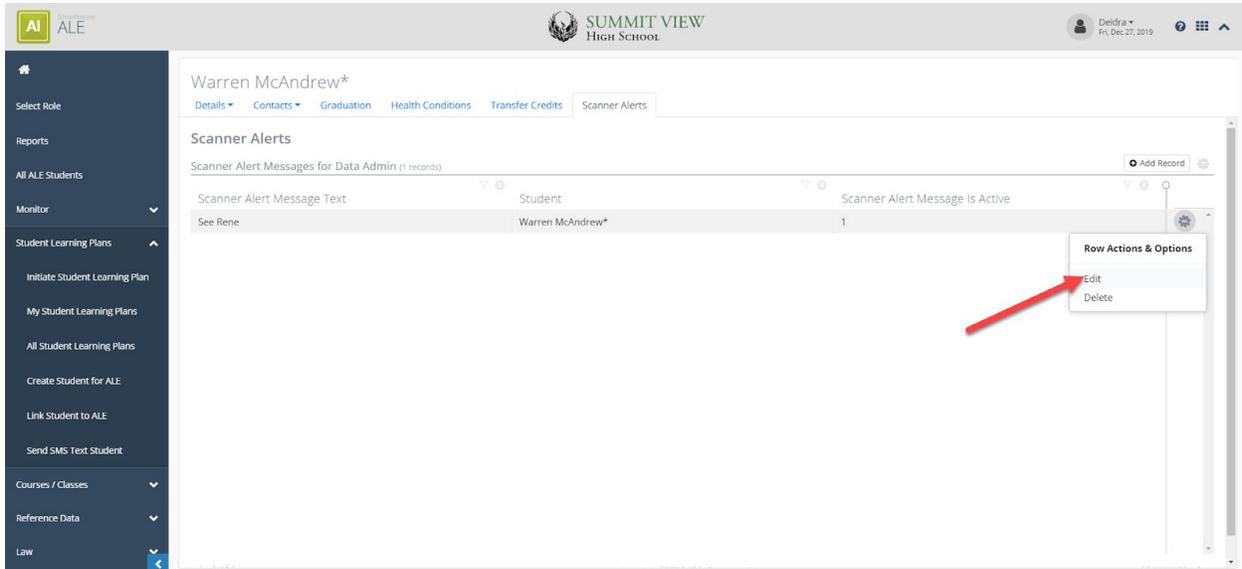
You will now see an active Scanner Alert for the student listed in a table format.

The screenshot shows the "Scanner Alerts" section for a student named Warren McAndrew*. The table has three columns: "Scanner Alert Message Text", "Student", and "Scanner Alert Message Is Active". There is one record in the table.

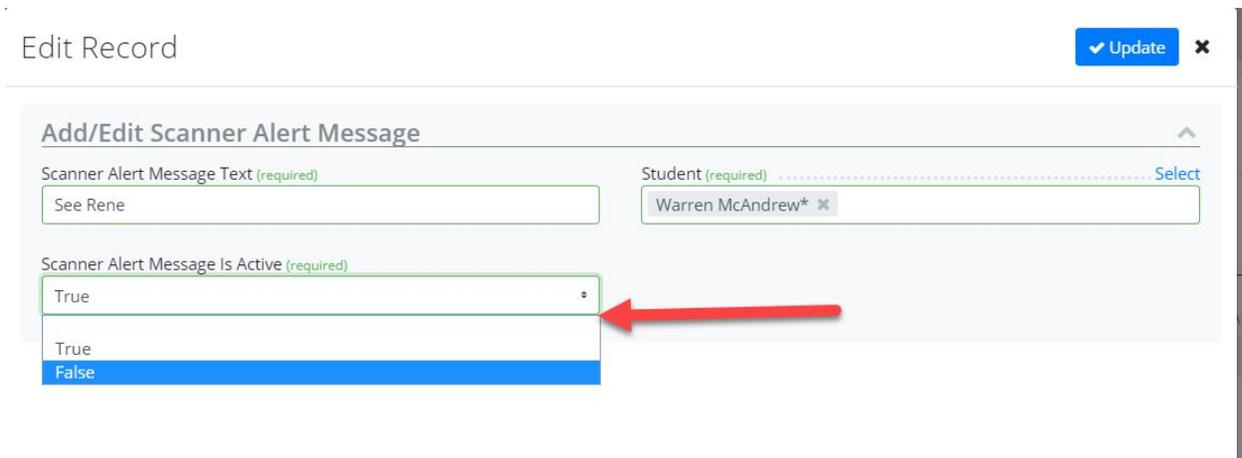
Scanner Alert Message Text	Student	Scanner Alert Message Is Active
See Renee	Warren McAndrew*	1

Multiple scanner alerts can be applied to the same student and all will display.

You can inactivate (yet retain) an alert by clicking on the row action gear icon next to the alert and choosing “edit.”

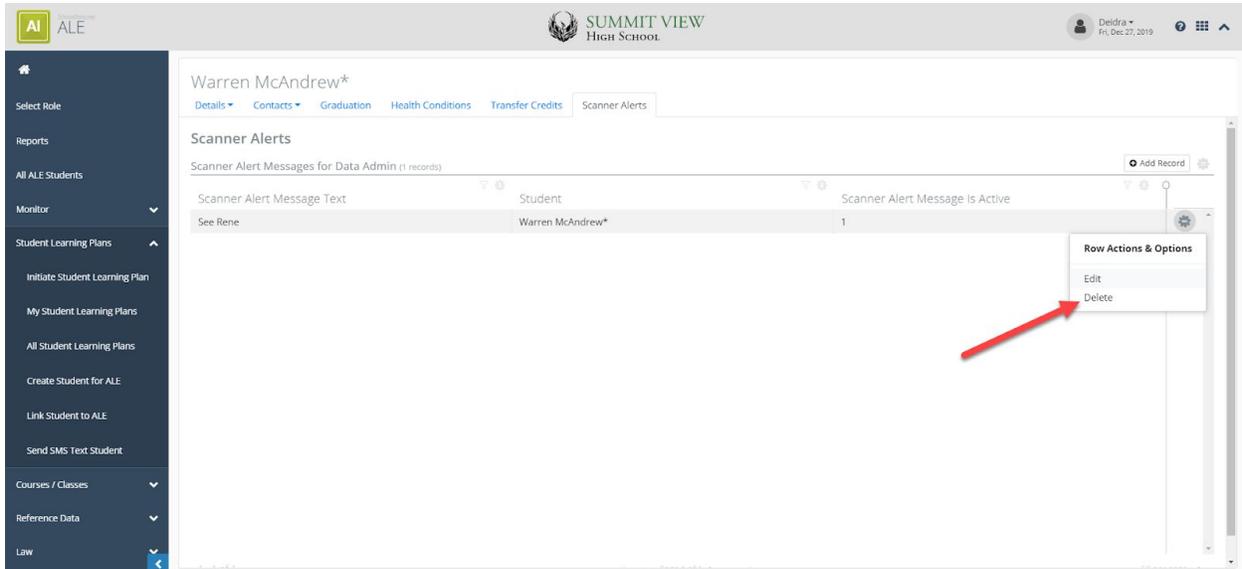


Set the “Scanner Alert Message is Active” toggle to “false” and click Update in the top right corner.

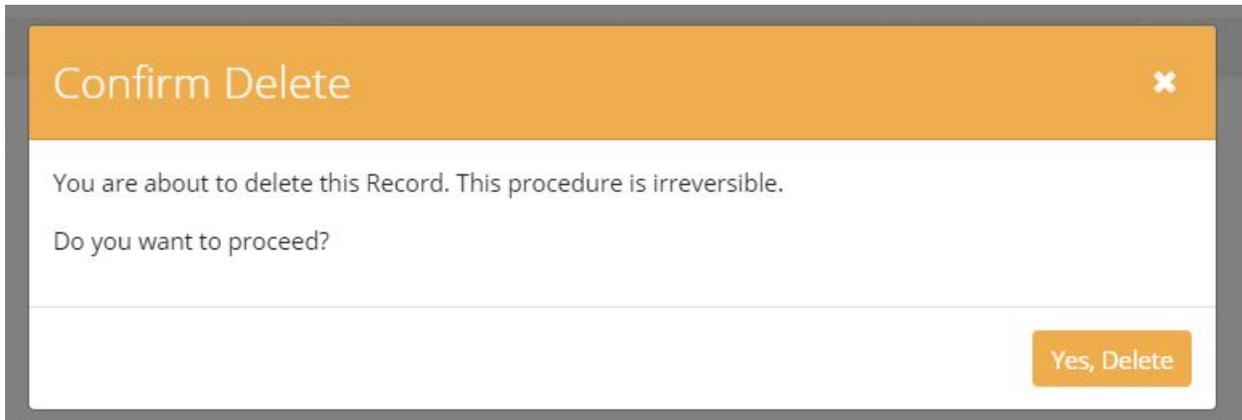


Now the scanner alert will no longer display, but is still retained for future use.

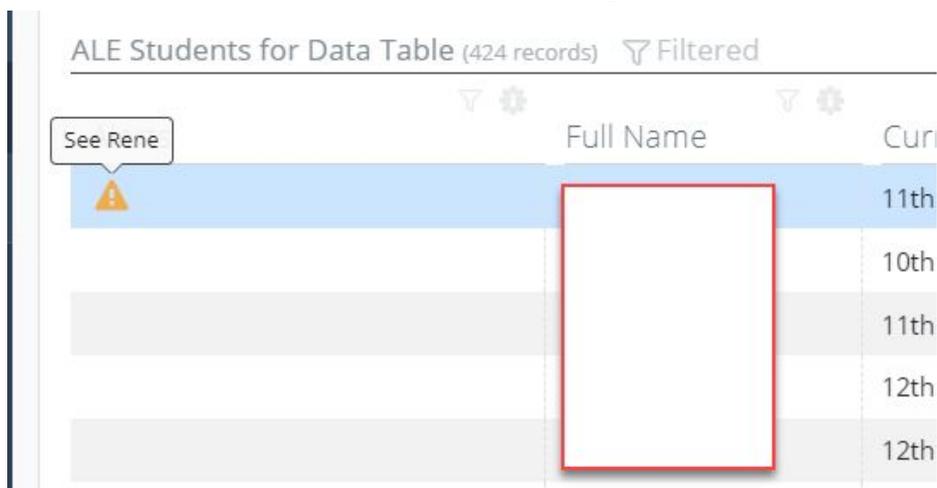
To completely remove a scanner alert, click on the row action gear icon next to the alert and choose “delete.”



You will see a warning confirming that you want to remove the alert as this step is irreversible. Click “Yes, Delete” when you’re ready.



On the “All ALE Students” page, there is a column to the far left that will display only if one or more students has an active alert with a warning icon.



By hovering over the icon, you can see the text of the alert. You can also search the text contained in the alerts by using the filter and search icon at the top of the column

The screenshot shows the ALE Teacher interface for Summit View High School. The page title is "ALE Teacher All ALE Students". The main content area is titled "All ALE Students" with a sub-header "ALE Students for Data Table (1 records) Filtered". A table with one record is displayed, showing a student named "Rene" in 11th grade who is active and has a prior year WSLP (2018/19). A "Column Filter" overlay is visible, showing a search for "Rene" in the "Alerts" column. The table columns are: Full Name, Current Grade Level, Is Active, and Prior Year WSLP (2018/19).

Full Name	Current Grade Level	Is Active	Prior Year WSLP (2018/19)
Rene	11th Grade	Yes	