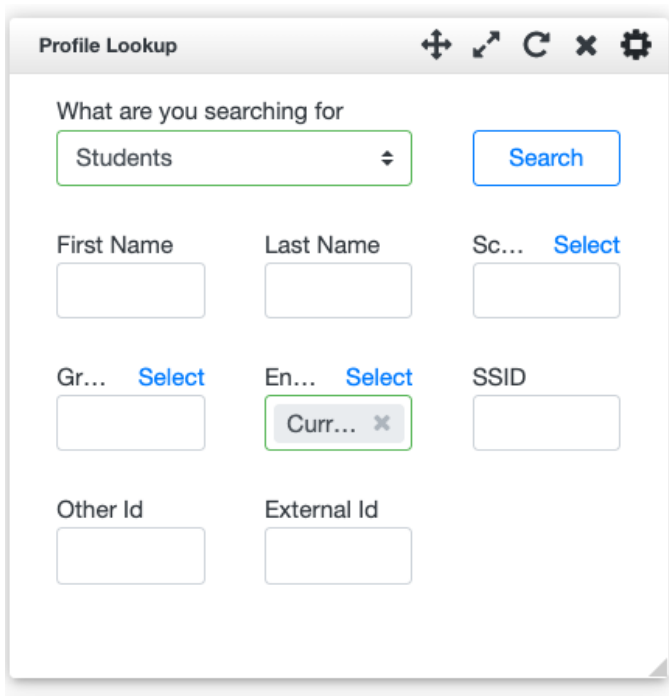


QUICK PROFILE, PROFILE LOOK-UP, AND SPOTLIGHT V2

A quick profile popover appears when you click on a person's name (e.g., student, teacher) or the name of an entity (e.g., school, class, activity). You can also access it by clicking a **magnifying glass** icon beside the name. The quick profile shows details such as pictures, contact information, roles and responsibilities, and additional relevant data about the entity.

Located on your Homeroom Dashboard, the **Profile Lookup** container lets you quickly find and view profiles for various entities.



The screenshot shows a 'Profile Lookup' window with a search bar set to 'Students' and a 'Search' button. Below are several input fields: 'First Name', 'Last Name', 'Sc...' (with a 'Select' dropdown), 'Gr...' (with a 'Select' dropdown), 'En...' (with a 'Select' dropdown and a 'Curr...' tag), 'SSID', 'Other Id', and 'External Id'.

When you click on any spotlight icon, a new tab displays specific widgets based on the entity type you clicked.

- **District:** District Administrator
- **School:** School Administrator, High School, Middle School, Elementary School
- **Teacher:** High School, Middle School, Elementary School
- **Specialist (Attendance, Counselor):** High School, Middle School, Elementary School
- **Class:** High School, Middle School, Elementary School
- **Student Group:** High School, Middle School, Elementary School
- **Program:** Specific Program Details
- **Activity:** High School, Middle School, Elementary School
- **Employee:** Details related to employees
- **Guardian:** Family Connections
- **Student:** Individual Student Profiles. Helpful Resource: [Homeroom Dashboards Student Spotlight V2](#)

SPOTLIGHT PRINT

1. Click the **Print All** button in the upper-right corner of the tab.
2. Configure print data preferences based on the available printing widgets.

Helpful Resource: [Homeroom Dashboards Student Spotlight V2 – School Data Solutions](#)