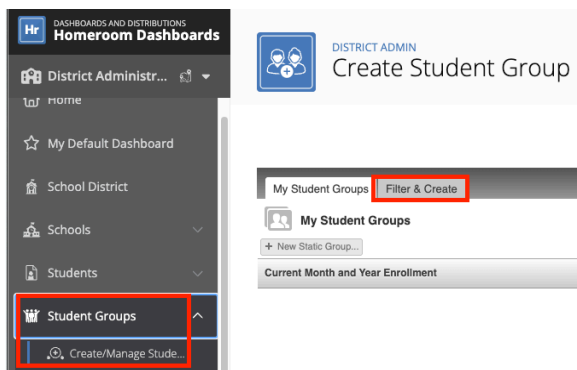


Creating Student Groups Based on 504 Filters

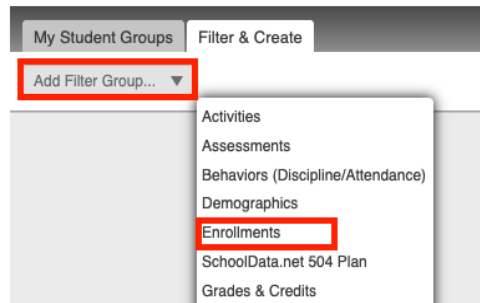
In Homeroom, you can create student groups based on impairments, accommodation types, and/or accommodations. This allows users to quickly find which students they need to make accommodations for and group them easily.

Helpful Resource: <https://support.schooldata.net/hc/en-us/articles/360056259614>.

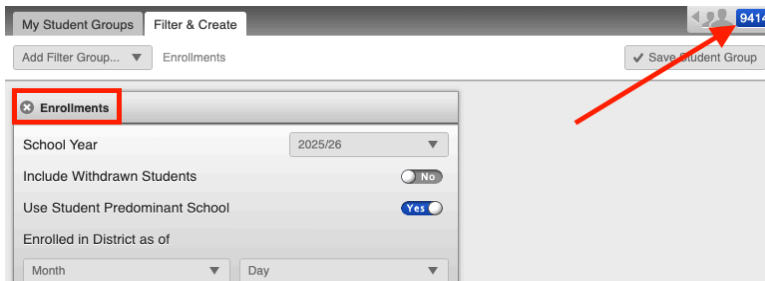
1. Start in the Homeroom application, select **Student Groups** in the left navigation pane, then select **Create/Manage Student Group**.
2. Select the **Filter & Create** tab.



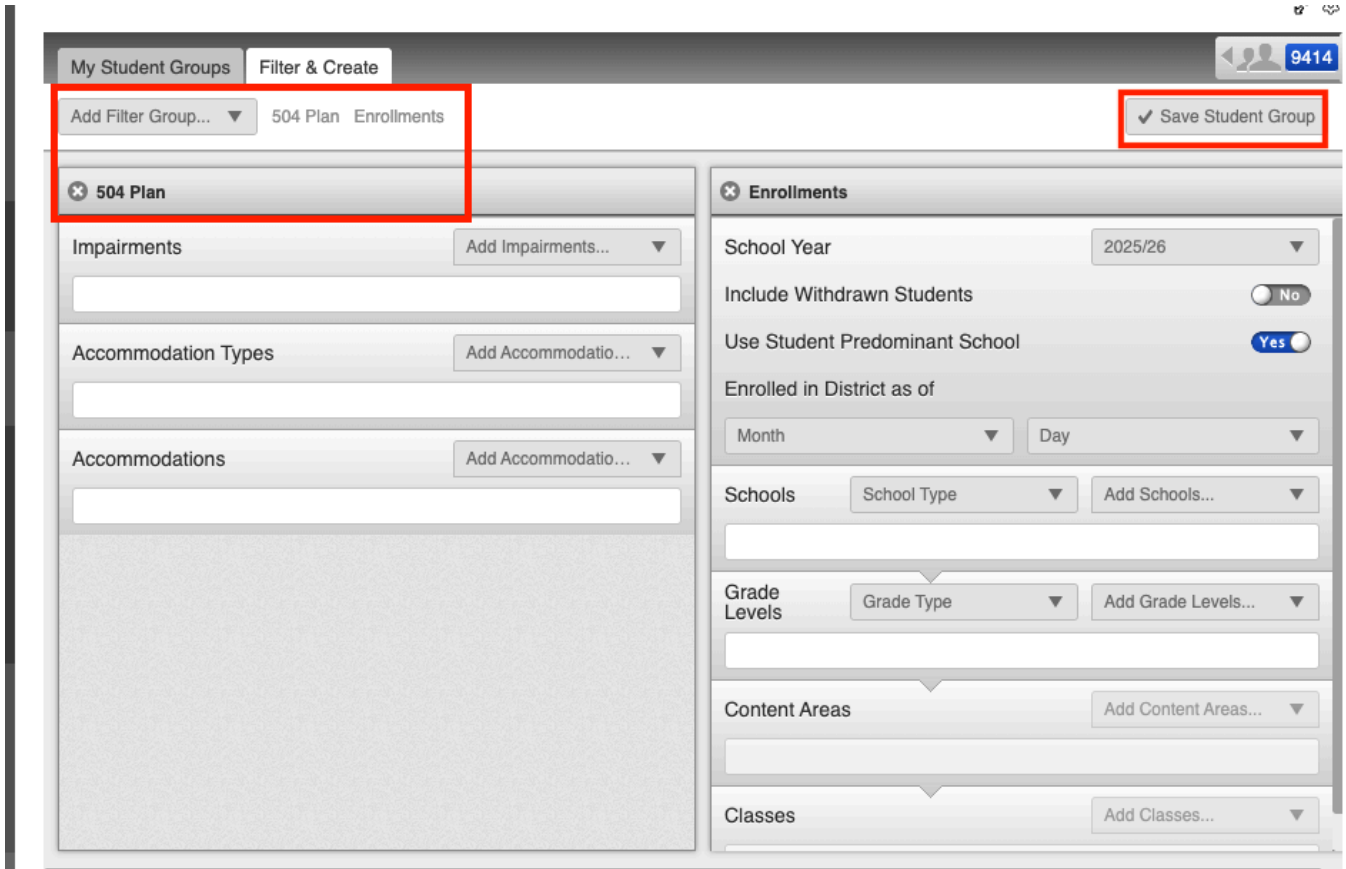
3. Next, click the **Add Filter Group** button, then select **Enrollments** from the dropdown list.



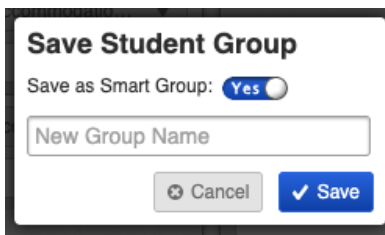
4. The number of students in the group will be displayed on the right side. Click on the number to see who the students are. You may further filter the group if you wish (e.g., schools, grade level, etc.)



- Next, click **Add Filter Group** and select **Schooldata.net 504 Plan** to filter by information entered in the 504 application. You can filter by Impairment, Accommodation Types, and Accommodations.



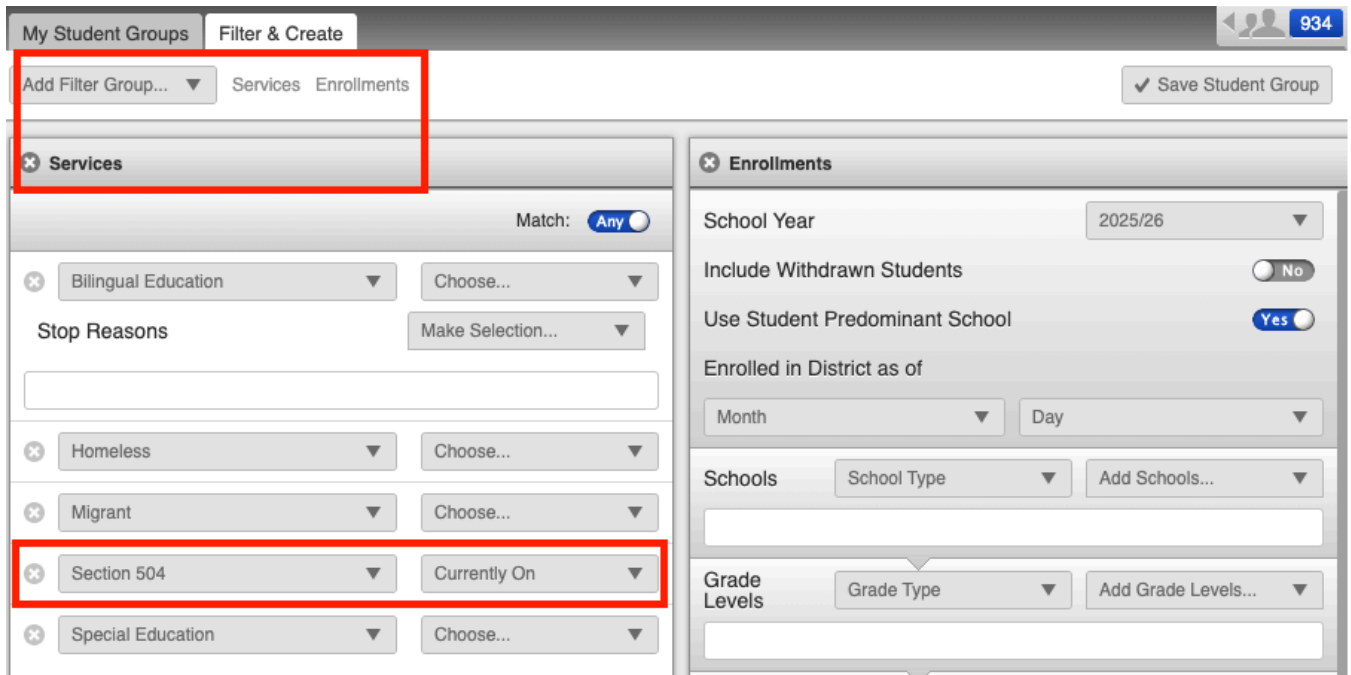
- Click **Save Student Group** in the top right corner.
- Toggle **Yes** or **No** to **Save as a Smart Group**, fill in the **New Group Name**, and click **Save**.



Creating Student Groups With The 504 Flag As Active In The Student Information System

- Start in the Homeroom application, select **Student Groups** in the left navigation pane, then select **Create/Manage Student Group**.

2. Select the **Filter & Create** tab.
3. Next, click the **Add Filter Group** button, then select **Enrollment** from the dropdown list. You may further filter the group if you wish (e.g., schools, grade level, etc.)
4. Next, select **Add Filter Group** and select **Services**.
5. Change the **Section 504** status to **Currently On** by selecting it from the dropdown menu to the right. This will result in a list of students with the 504 flags indicated in the district's SIS.



The screenshot shows the 'Filter & Create' interface in SchoolData.net. The 'My Student Groups' tab is active, and the 'Filter & Create' sub-tab is selected. The 'Add Filter Group...' dropdown is open, showing 'Services' and 'Enrollments' options. The 'Services' filter group is selected and highlighted with a red box. Within the 'Services' group, the 'Section 504' filter is set to 'Currently On', also highlighted with a red box. The 'Enrollments' filter group is also visible on the right side of the interface, showing options for 'School Year', 'Include Withdrawn Students', 'Use Student Predominant School', 'Enrolled in District as of', 'Schools', and 'Grade Levels'.