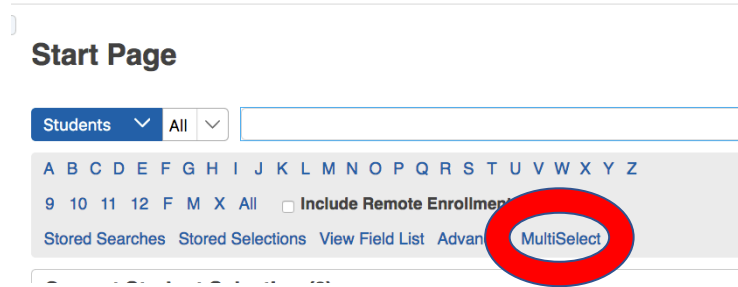


# MULTI SELECT – HOW TO USE

This customization allows selection of multiple students or staff without selecting each student or staff by hand. Click on **Multi Select**, pull down to the field you are using for your search, then simply copy and paste (or type) from any source like Excel or Word file. This comes handy when you already have a list of students or staff and would like to reselect them in PowerSchool.



You can use this for Students:

You can use this for Staff:

