

Assigning Student Devices in Tempest

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Upon logging in, you will see the dashboard. Notice the tabs along the top.

CCSD Copsiah County School District Crystal Springs Elementary School

DASHBOARD UNITS TICKETS STAFF/STUDENTS REPORTS SETUP LOGOUT

Open Tickets: 64 Available Spares: 1114 No Hotswap: 33 Incidents YTD: 252

District Staff Deployment District Student Deployment

To assign devices to students, click Units and then choose Distributions.

DASHBOARD UNITS TICKETS

Open Tickets: 64 Available Spares: 1114

Inquiry Add Update Asset Tag Distributions

District Staff Deployment

Enter the student MSIS Number and click continue

DASHBOARD UNITS TICKETS STAFF/STUDENTS REPORTS SETUP LOGOUT

Distribution Form

Student ID / Staff ID / Last Name: Continue Cancel

Next, enter the Barcode Number of Device and click Find Unit

DASHBOARD UNITS TICKETS STAFF/STUDENTS REPORTS SETUP LOGOUT

Distribution Form

Assign To: Crystal Springs Elementary School

Location: Crystal Springs Elementary School

Unit Asset / Serial Number:

Find Unit Cancel

Choose yes for a charger to be assigned. (Chargers do not have codes.)
Click Distribute Unit.

Distribution Form

Assign To: Crystal Springs Elementary School

Location: Crystal Springs Elementary School

Unit Asset / Serial Number: A0013510

Assign a Charger? Yes No

Distribute Unit Cancel