

TANGO HB4545

ADDING INSTRUCTIONAL TIME
FOR PRIOR DATES & REMOVING
TIMES ENTERED BY ERROR

ADDING INSTRUCTIONAL TIME FOR PRIOR DATES

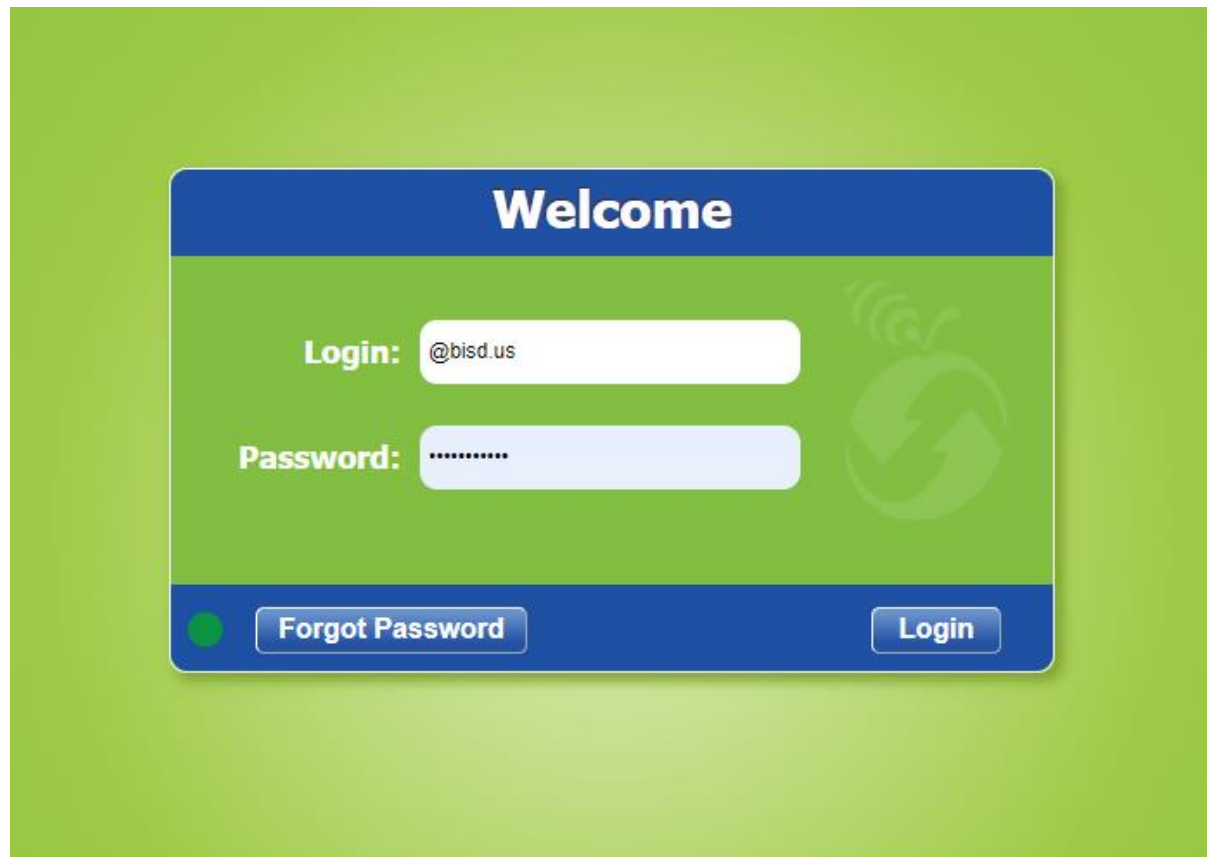


Disclaimer

- Any instructional time added for prior dates must be supported by documentation. For example sign-in sheets, tutorial attendance, etc.
- This documentation must be kept by the campus in a HB4545 binder.



1. Log in to Tango Trends.



Welcome

Login:

Password:

[Forgot Password](#) [Login](#)

2. Access the HB4545 module by clicking on the gears and selecting "HB 4545".

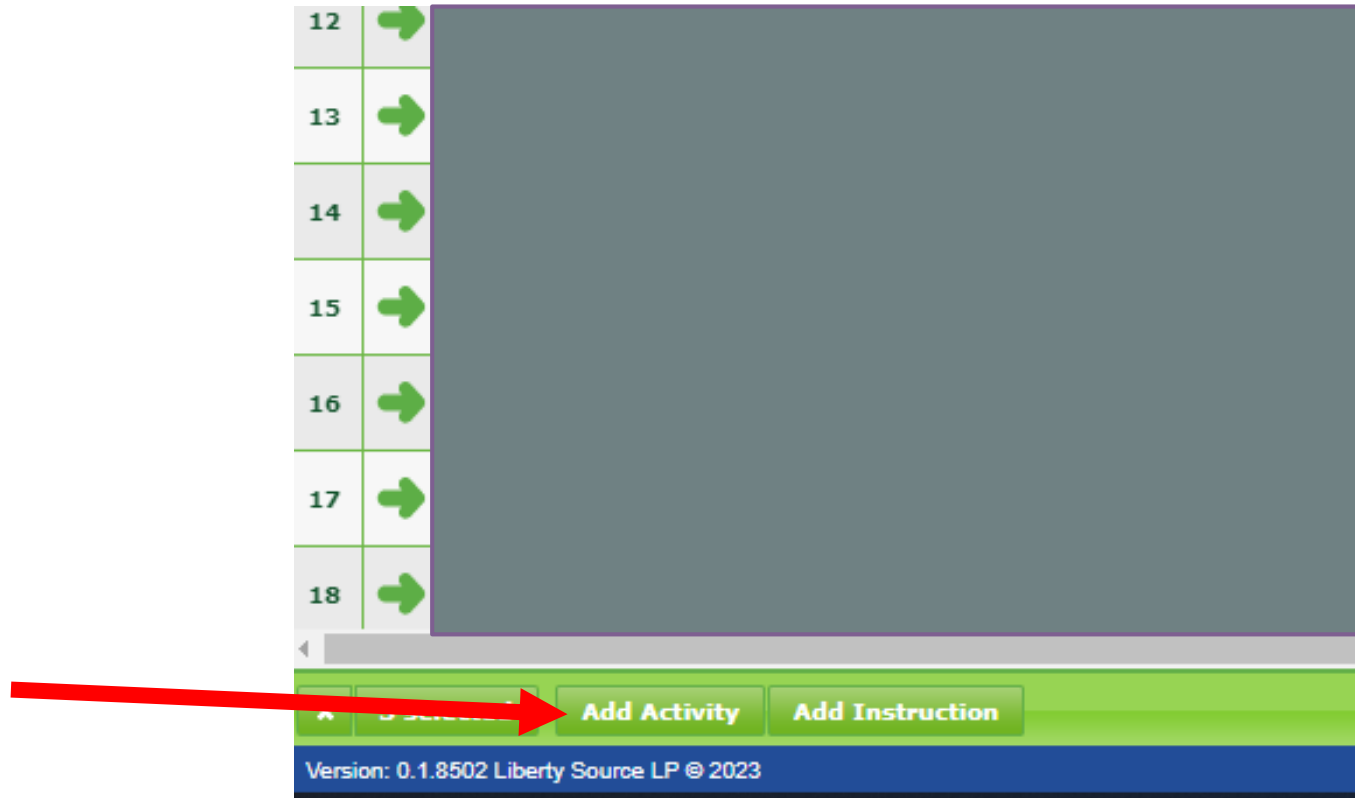
The screenshot shows a software interface with a navigation menu on the left. The menu is open, and the 'Assessments' tab is selected. The 'Assessments' tab is highlighted with a red box. The 'HB 4545' option in the menu is also highlighted with a red box. The background shows a table with columns for 'Cutpoints' and various data points.

Assessment	Score	Target	Standard	Score	Target
17	12	70 ±1	16	90 ±	
17	12	70 ±1	16	90 ±	
28	20	70 ±1	26	90 ±	
17	12	70 ±1	16	90 ±	
22	16	70 ±1	20	90 ±	
23	16	70 ±1	21	90 ±	
22	16	70 ±1	20	90 ±	
22	16	70 ±1	20	90 ±	
25	18	70 ±1	23	90 ±	
23	16	70 ±1	21	90 ±	
17	12	70 ±1	16	90 ±	
24	17	70 ±1	22	90 ±	
17	12	70 ±1	16	90 ±	

3. Select the student(s) for whom you will add prior instruction by clicking on their row numbers.

	In Session	Last Name	First Name	Student ID	TSDS Student ID	Grade Level	Student Group	Plan
1	→ No	[REDACTED]				G04	ERS	ARD
2	→ Yes					G04	ERS	ARD
3	→ No					G05	ERS	ARD C21R
4	→ No					G05	ERS	ARD C21R
5	✓ → No					G04	M3R	ALC
6	→ No					G05	RS	ARD C21R
7	✓ → No					G04	RS	ARD
8	→ No					G05	RS	ARD C21R
9	→ Yes					G04	RS	ARD
10	→ No					G04	ERS	ARD
11	✓ → No					G05	R	ALC C21R
12	→ No					G05	ERS	ARD C21R
13	→ No					G05	ERS	ARD C21R

4. Click on the Add Activity button at the bottom of the window.



5. Enter the required information and click "Save".

- Date/s
 - You cannot select dates from multiple months. Choose dates from only one month at a time.
- Start & End Time
- Subject
- Modality
- Instructional Activity
- Notes (Optional)

ERS | ARD C21R | 1,260 | 05 | 615 (10.25)

Embedded | Supplemental Instruction Activity

April 2023

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Start Time: 03:08 PM

End Time: 03:53 PM

Minutes: 45

Subject: Select

Modality: In-Person

Instructional Activity: Select

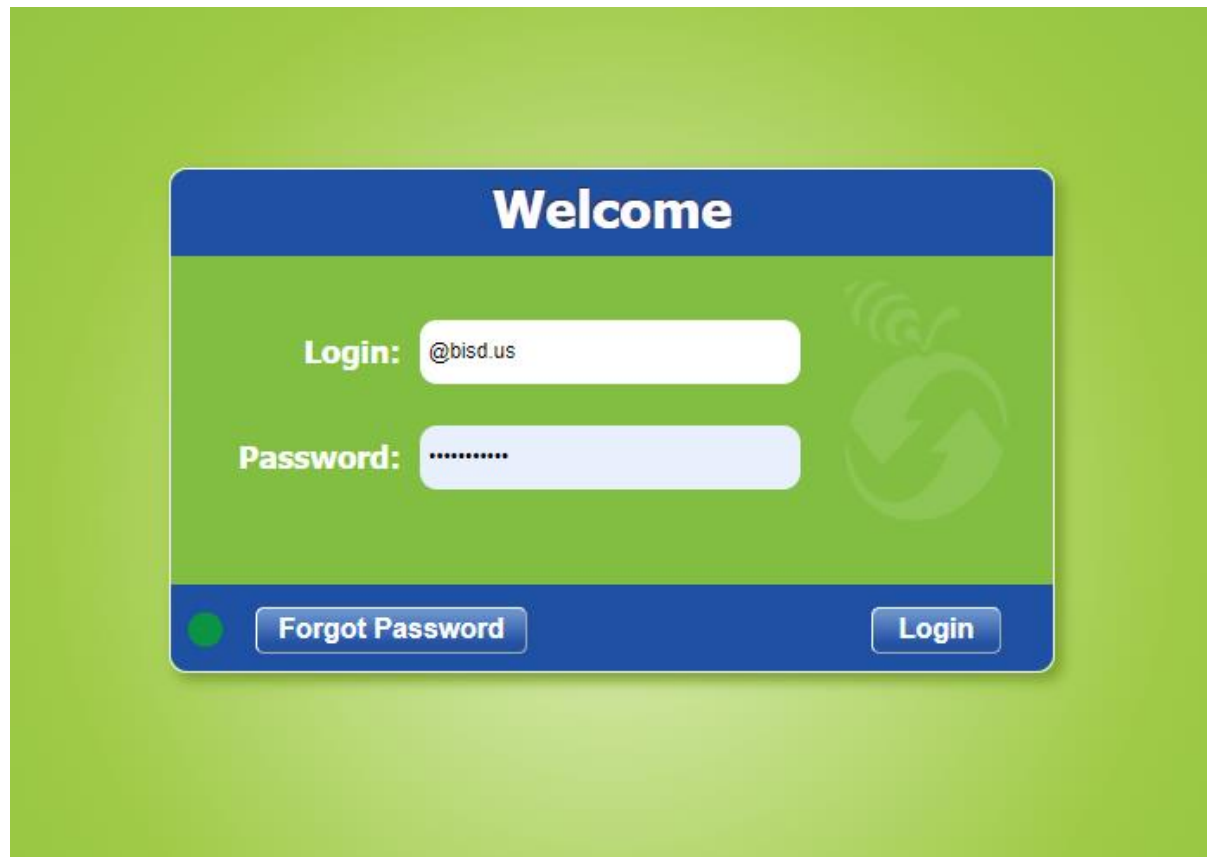
Notes

Cancel Save

REMOVING TIMES ENTERED BY ERROR



1. Log in to Tango Trends.



Welcome

Login:

Password:

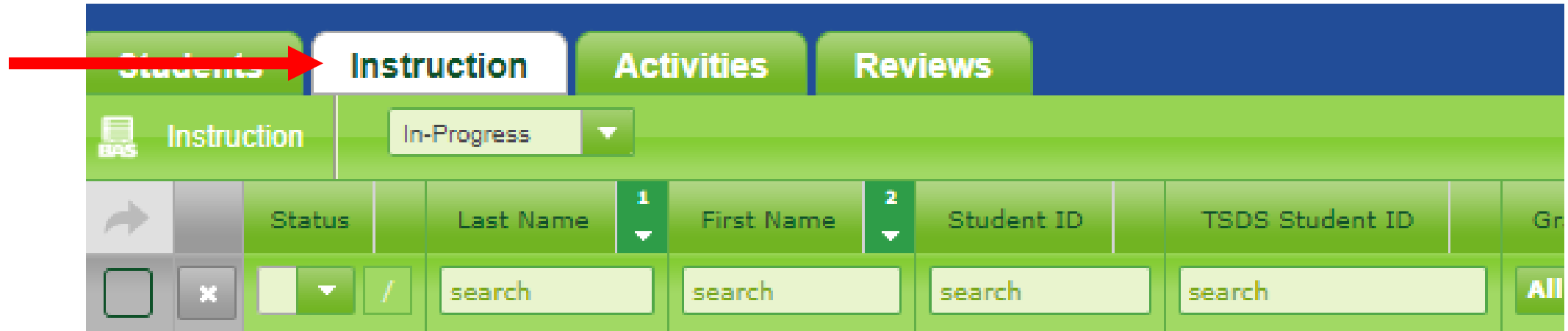
[Forgot Password](#) [Login](#)

2. Access the HB4545 module by clicking on the gears and selecting "HB 4545".

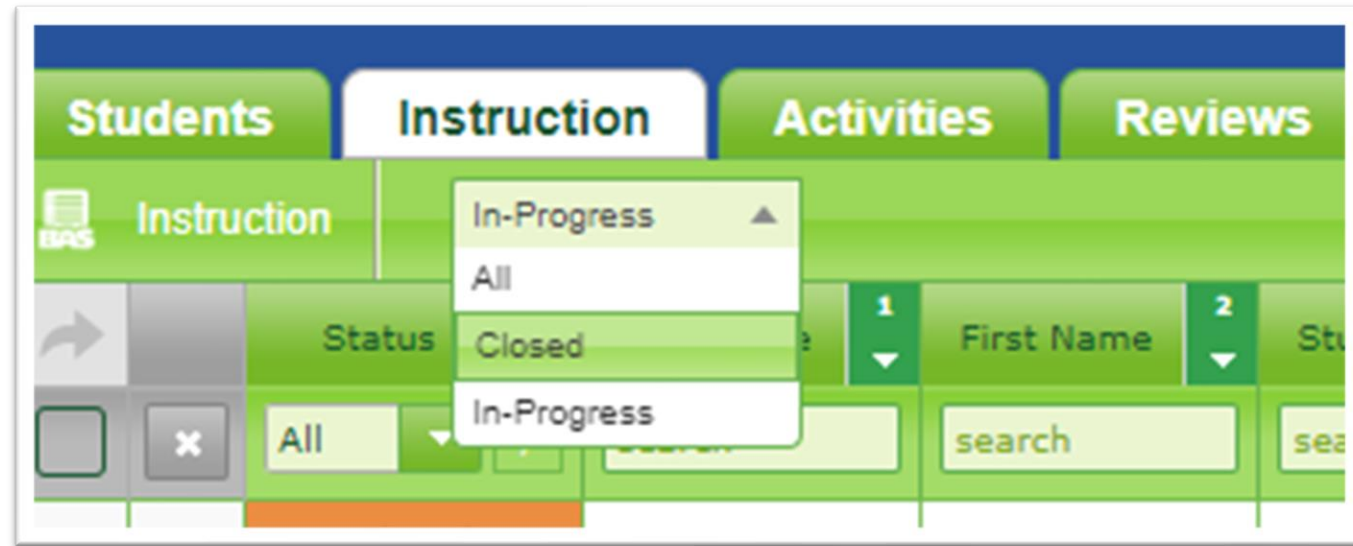
The screenshot shows a software interface with a navigation menu. The menu is open, displaying various options. The 'Assessments' option is highlighted with a red box, and the 'HB 4545' option is also highlighted with a red box. The background shows a table with columns for 'Cutpoints' and various data points.

Assessments	KENTRO	STAAR	TELPAS	LION	TPRI/TJL	CPALLS
Maintenance						
Counseling						
Student Review and Testing						
STAAR Remediation						
Inventory						
HB 4545						
RTI						
Kentro 2.0 Assessment Creator						
Reports						
Tango Central Reports						
Toolbox						
Curriculum						
TX-KEA						
State Accountability						
Student Groups						
TEA Statewide Reports						
Library						

3. Click on the "Instruction" Tab.



4. From the drop-down menu, select "Closed".



5. Search for student(s) using on of the available fields/filters.

A screenshot of a search interface with a green header and a light green body. The header contains the following fields: Status, Last Name, First Name, Student ID, TSDS Student ID, Grade Level, Plan, and Subject. Below the header, there is a search bar for each field. The Status field has a dropdown menu with 'All' selected. The Last Name, First Name, and Student ID fields have text input boxes with the placeholder text 'search'. The TSDS Student ID field has a text input box with the placeholder text 'search'. The Grade Level, Plan, and Subject fields have dropdown menus with 'All' selected. There is a close button (X) on the left side of the search bar.

Status	Last Name	First Name	Student ID	TSDS Student ID	Grade Level	Plan	Subject
All	search	search	search	search	All	All	All

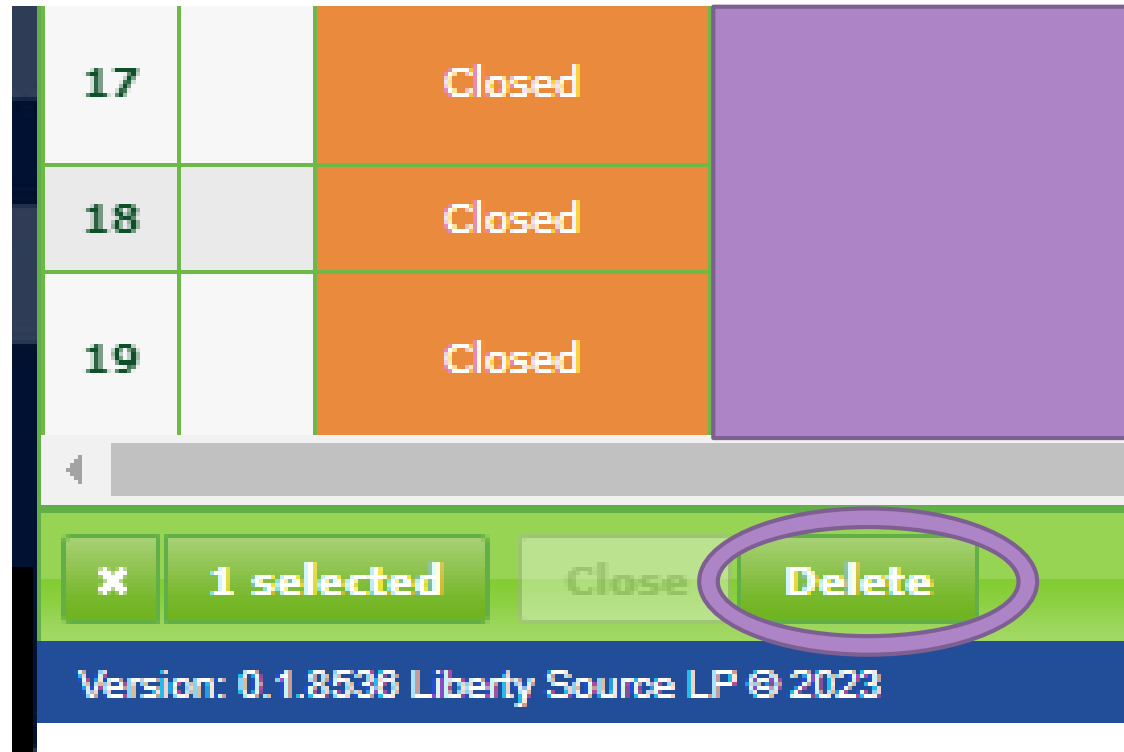
6. Find the **unique row** containing the instruction that was entered in **error** by looking for the Activity Date, Start Time and End Time.

Activity Date	Session Time	Start Time	End Time
	13,003	search	search
04-17-2023	45	12:45PM	1:30PM
04-17-2023	30	2:30PM	3:00PM
04-18-2023	60	12:45PM	1:45PM

7. Select the row number of the instruction that was entered in **error**.

3		Closed	[Redacted]	G05	ALC C21R	Mathematics	Te Ma
4	✓	Closed		G05	ALC C21R	ELAR	Te Ma
5		Closed		G05	ALC C21R	Mathematics	Te Ma

8. From the bottom left, click on the “Delete” button.



Please call the A.R.E. + GT department if you have any questions.

Beatriz Hernandez, Director

Elementary

Hadassah Hernandez, Coordinator hmhernandez@bisd.us/ #2807

Joanna Villarreal, Coordinator joannav@bisd.us/ #2789

Middle School

Debra Jenney, Coordinator djenney@bisd.us/ #2803

High School

Sj. Garza, Coordinator sanjgarza@bisd.us/ #2802

THANK
YOU!