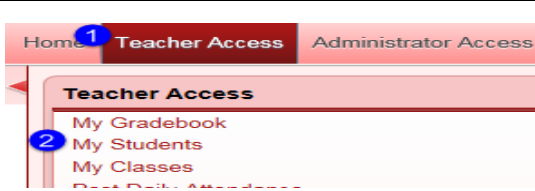
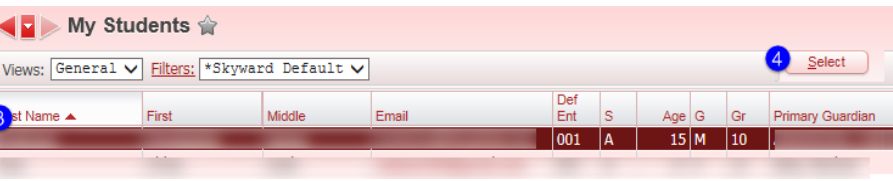
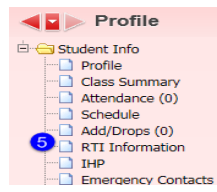

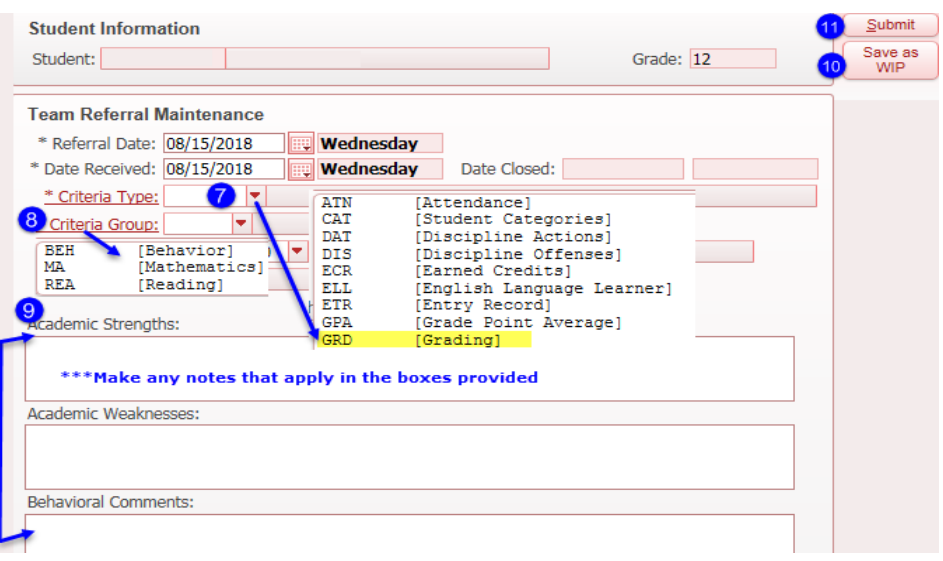


RTI Add Referral - Skyward Gradebook

<ol style="list-style-type: none"> 1. Teacher Access 2. My Students 	 <p>The screenshot shows the 'Teacher Access' menu with 'My Students' highlighted. A blue circle '1' is next to 'Teacher Access' and a blue circle '2' is next to 'My Students'.</p>
<ol style="list-style-type: none"> 3. Highlight the Student 4. Click on Select to access the Student's Profile page information. 	 <p>The screenshot shows the 'My Students' page with a table of student information. A blue circle '3' is next to the 'First Name' column header, and a blue circle '4' is next to the 'Select' button in the top right corner.</p>
<ol style="list-style-type: none"> 5. Choose RTI Information 	 <p>The screenshot shows the 'Profile' page with a tree view of options. A blue circle '5' is next to the 'RTI Information' option.</p>
<ol style="list-style-type: none"> 6. Add Referral 	 <p>The screenshot shows three sections: 'Watch List Flags', 'Team Referrals', and 'Student Interventions'. Each section has a 'Print' button and an 'Add' button. A blue circle '6' is next to the 'Add Referral' button.</p>
<ol style="list-style-type: none"> 7. Choose "GRD" Grading as the Criteria Type from the dropdown menu. 8. Choose Criteria Group that applies from the dropdown menu. 9. Make any notes in the boxes provided below that apply. 10. Save a Work In Progress (WIP), which allows you to edit and complete the referral at a later date. 11. Submit once all information has been entered. 	 <p>The screenshot shows the 'Team Referral Maintenance' form. A dropdown menu for 'Criteria Type' is open, showing 'GRD [Grading]' selected. A blue circle '7' is next to the dropdown, and a blue circle '8' is next to the 'Criteria Group' dropdown. A blue circle '9' is next to the 'Academic Strengths' text box, and a blue circle '10' is next to the 'Save as WIP' button. A blue circle '11' is next to the 'Submit' button.</p>
<p>** Please Note**</p> <p><i>Teachers will NOT enter Student Interventions.</i></p> <p>Once the RTI Referral has been entered, an email notification will be sent to the RTI Coordinator.</p>	