

COACH DESIGNATION IN ORACLE

HOW TO DELETE A COACH

STEP 1: Log into Oracle – Click on Manager Self-Service New

Oracle Applications Home Page

Navigation Menu (Left):

- DISD AP Inquiry 001
- DISD Budget Revision Approver 001
- DISD Budget User 001
- DISD Campus/Org Inquiry and Reports
- DISD Contractor Management
- DISD Employee Self-Service
- DISD Gift Enrollment Representative
- DISD GL Acctg Inquiry Reports 001
- DISD GL Budget User 001
- DISD Grants Accounting Inquiry Reports
- DISD HR Principal/Dept Head 001
- DISD I-Procurement User 001
- DISD Manager Self-Service New**
- DISD Online Evaluation Appraiser
- DISD Online Evaluation Supervisor
- DISD OTA Inquiry Reports
- DISD OTA Training Administrator Self-Service
- DISD OTL Approve Timecards 001
- DISD OTL SUPPL Supplemental Pay 001
- DISD Requisitioner/Requisition Approver 001
- DISD Risk Management Portal
- DISD User Access Management

Worklist Table (Right):

From	Type	Subject	Sent	Due
TILLERY, VICKIE	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
JONES, LATASHA	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
HUGHES, JO ANNE	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
MENDOZA MARQUEZ, AARON	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
HUGHES, JO ANNE	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
HOCKMAN, LEANNE	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
COY, LAURA	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
GARCIA CHAVEZ, SYLVIA	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
VALLES, CINDY	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
ROBERTS, SCOTT	DISD HRMS Self-Service	Please approve or reject the request.	03-Apr-2018	
HUGHES, JO ANNE	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
TAYLOR, CATHERYN	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
BELLEW, MIKE	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
BELLEW, MIKE	DISD HRMS Self-Service	Please approve or reject the request.	04-Apr-2018	
ESPINOZA, STEPHANIE	Requisition	Purchase Requisition 1236451 for ESPINOZA, STEPHANIE (1,209.50 USD)	04-Apr-2018	

Full List (15)

TIP Vacation Rules - Redirect or auto-respond to notifications.
 TIP Worklist Access - Specify which users can view and act upon your notifications.

STEP 2: Click on Academic & Athletic Coach Designation

Oracle Applications Home Page

Navigation Menu (Left):

- DISD Manager Self-Service New
- All Actions Awaiting Your Attention
- Change Employee Work Hours
- My Employee Information
- Worklist
- DISD Manager Ethnicity and Race
- DISD 4 Day Work Week Setup
- DISD Employee Charitable Donations
- Report
- DISD Manager Overtime Request
- DISD Manager Overtime Report
- DISD Principal Appraisal
- DISD Teacher Certification Report
- DISD Class Waiver
- DISD Approve Timecards
- DISD Admin Transfers
- DISD TEI Summative Performance
- Evaluation
- DISD TEI Scorecards
- DISD - Notice of Intent Survey Results
- Report
- DISD Time And Effort
- DISD Academic & Athletic Coach Designation**

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TIP Vacation Rules - Redirect or auto-respond to notifications.
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HOW TO DELETE A COACH

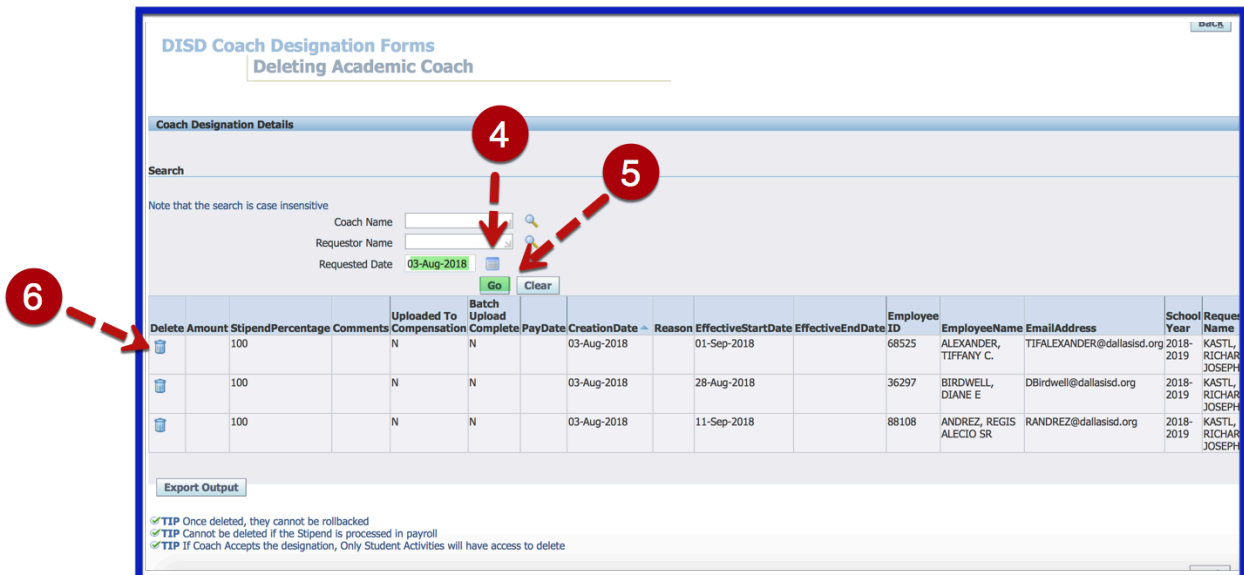
STEP 3: Click on Delete



STEP 4: Select any searchable area or Go for all entries to load

STEP 5: Click Go

STEP 6: Click icon under Delete



COACH DESIGNATION IN ORACLE

HOW TO DELETE A COACH

STEP 7: Click Yes

Dallas Independent School District | DISD Manager Self-Service New

Warning: Are you sure you want to permanently delete the Coach Designation request which is already approved for the employee ALEXANDER, TIFFANY C. ?

Buttons: No, Yes



Information: Coach Information for the employee ALEXANDER, TIFFANY C. Is deleted successfully.

Academic Coach Designation Delete

DISD Coach Designation Forms
Deleting Academic Coach

Coach Designation Details

Search

Note that the search is case insensitive

Coach Name: [Text Box] [Search Icon]
Requestor Name: [Text Box] [Search Icon]
Requested Date: 03-Aug-2018 [Calendar Icon]

Buttons: Go, Clear

Delete	Amount	StipendPercentage	Comments	Uploaded To Compensation	Batch Upload Complete	PayDate	CreationDate	Reason	EffectiveStartDate	EffectiveEndDate	Employee ID	EmployeeName	EmailAddress	School Year	Requestor Name
		100		N	N		03-Aug-2018		28-Aug-2018		36297	BIRDWELL, DIANE E	DBirdwell@dallasisd.org	2018-2019	KASTL, RICHARD JOSEPH
		100		N	N		03-Aug-2018		11-Sep-2018		88108	ANDREZ, REGIS ALECIO SR	RANDREZ@dallasisd.org	2018-2019	KASTL, RICHARD JOSEPH

Buttons: Export Output