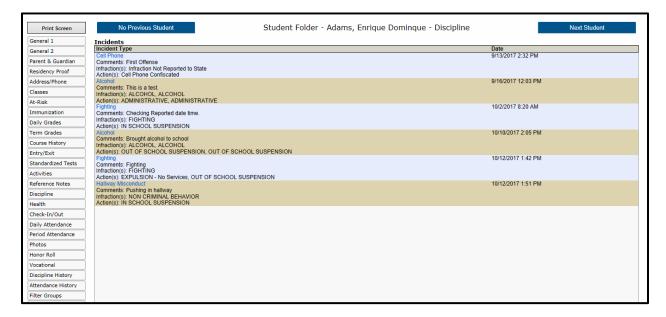




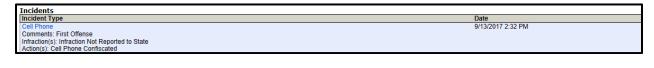
# View Student Folder - Discipline Page

This page displays a single frame listing discipline incidents entered for the student, along with details about each incident.



## Discipline Frame—

This frame displays a list of discipline incidents involving the student under columns labeled *Incident Type* and *Date*.



- **Incident Type:** A static-text field displaying the incident type (as designated by the school or district\_ in blue text, which is linked to the Incident Details Frame (see below). A description of the incident is displayed below the incident type.
- Date: A static-text field displaying the date and time of the incident's occurrence.

Users with access rights may click the Incident Type, in blue text, to access the Incident Details and Participant Details Frames.

(Note: New discipline incidents cannot be entered on the Discipline page of the student folder; new discipline incidents are entered in SAM Spectra's Discipline Module. See the documentation on the Discipline Module for more information on entering discipline incidents).

#### Incident Details Frame—

This frame appears below the Discipline Frame and displays detail about the discipline incident involving the student in several static-text fields.

School Name Incident Date Incident Type State Location Comments	Spectra High School 9/13/2017 2:32 PM Cell Phone School First Offense	Date Reported Weapon Type Specific Location	Go To Discipline 9/13/2017 N/A
Participant Details			
Role	Participant		
Infraction(s)	Infraction Not Reported to State		
Comments			
Discipline Actions			
Cell Phone Confiscated		Scoggin, Samantha Gibson	

- **School Name:** Displays the school at which the discipline incident occurred.
- **Incident Date:** Displays the date and time of the discipline incident's occurrence.
- **Date Reported:** Displays the date the incident was entered into the district's SAM Spectra database.
- **Incident Type:** Displays the incident type (as designated by the school or district).
- **Weapon Type:** Indicates the type of weapon used in the discipline incident. If no weapon was involved in the incident, "N/A" is displayed.
- State Location: Displays the location at which the incident occurred.
- **Specific Location:** Displays the specific location at the which the incident occurred.
- Comments: Displays any comments or notes entered regarding the discipline incident.
- **Go to Discipline:** Users with access rights may click the blue link to access the incident in the Discipline Module.

### **Participant Details**

- **Role:** Displays the student's role (instigator, participant, reporter, etc.) in the incident.
- Infraction(s): Displays the infraction code (as designated by the school or district).

- **Comments:** Displays any comments entered regarding the student's involvement in the incident.
- **Discipline Actions:** Displays a sub-frame listing any discipline actions taken against the student for participation in the discipline incident, and the name of the administrator of the discipline action, in blue text.

Users with access rights may click the discipline action or discipline administrator's name to access the Discipline Action Details Frame.

## Discipline Actions Detail Frame—

Discipline Action Details
Discipline Code
Action Taken
Cell Phone Confiscated
Days/Hours To Serve
1

Alternative School
Alternative District
Administered By
Comments
Scoggin, Samantha Gibson

This frame appears below the Participant Details Frame and displays details about the discipline action taken against the student for involvement in the incident.

- **Discipline Code:** Displays the district- or school-assigned code for the discipline action, if any.
- **Demerits:** Displays the number of demerits the student received for involvement in the discipline incident, if the district or school uses a demerit system.
- Action Taken: Displays the discipline action taken(s) against the student, if any.
- Days/Hours to Serve: Displays the number of days or hours the student is to serve for the discipline action, if the discipline action is detention, suspension, community service, etc.
- Alternative School/Alternative District: Displays the alternative school and alternative
  district assigned to the student, if the discipline action includes the transfer of the student
  to another school and/or district.
- **Administered By:** Displays the name of the district or school employee who administered the discipline action for the student.
- **Comments:** Displays any comments entered regarding the discipline action taken against the student.