I need to enter a para professional into a study hall for an assignment, but she is not a teacher, therefore does not show up on the drop down list. How can I get her name to show up as the teacher assigned to cover the study hall?

The para will need career record set up in iStaff for a teacher with zero FTE. Then they will show up on the teacher list.

Article ID: 174

Last updated: 09 Oct, 2009

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http://www.imgsoftware.com/kb/entry/174/