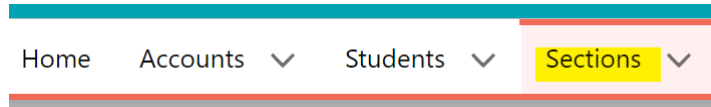


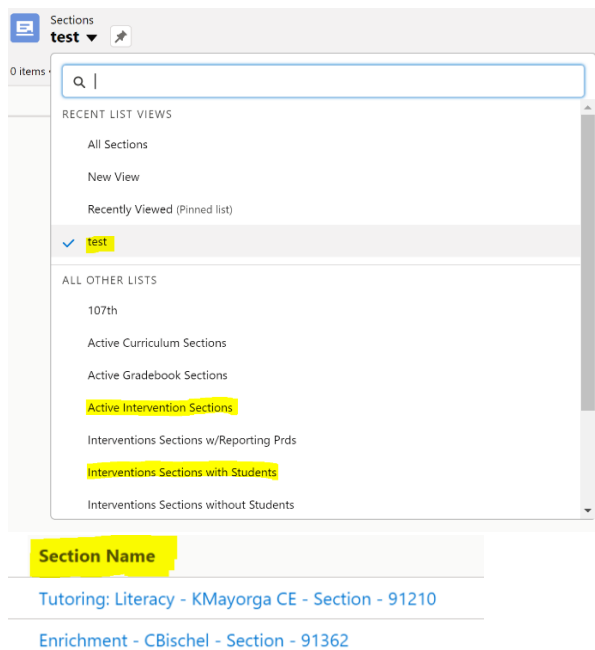


## Adding Indicator Areas to Students in Sections

1. Go to CYSH via your [Okta Homepage](https://cityyear.okta.com) (cityyear.okta.com)
2. Find **Sections** on the blue ribbon and then click



3. Select your preferred view and locate the section



4. Click on Intervention Data on the top-right hand corner



5. Select all students using the checkbox on the top left



Enroll/Withdraw/Add Time for Tutoring: Literacy - KMayorga CE - Section - 91210

<input checked="" type="checkbox"/>	STUDENT	CY-ID	LOCAL ID	GRADE	DOSAGE TO DATE	ENROLLMENT DATE	EXIT DATE	INDICATOR AREA	ASSIGNED PROGRAMS	ACTIVE
<input checked="" type="checkbox"/>	Connor Ball	CY-422715	62221	6	75.0	8/19/2020 2:07 PM		ELA/Literacy		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	William Walsh	CY-422217	76421	7	0.0	8/18/2020 1:59 PM				<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Zoe Bailey	CY-422347	68898	6	95.0	8/19/2020 2:07 PM		ELA/Literacy		<input checked="" type="checkbox"/>

6. Click on the **Add To Indicator Area** button on the top

Enroll/Withdraw/Add Time for Tutoring: Literacy - KMayorga CE - Section - 91210

<input checked="" type="checkbox"/>	STUDENT	CY-ID	LOCAL ID	GRADE	DOSAGE TO DATE	ENROLLMENT DATE	EXIT DATE	INDICATOR AREA	ASSIGNED PROGRAMS	ACTIVE
<input checked="" type="checkbox"/>	Connor Ball	CY-422715	62221	6	75.0	8/19/2020 2:07 PM		ELA/Literacy		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	William Walsh	CY-422217	76421	7	0.0	8/18/2020 1:59 PM				<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Zoe Bailey	CY-422347	68898	6	95.0	8/19/2020 2:07 PM		ELA/Literacy		<input checked="" type="checkbox"/>

7. Select the Indicator date: The day the Student first became a focus list student

**Add Student(s) to IA**

IA Effective Date:

Section Indicator Area: ELA/Literacy

STUDENTS	INDICATOR AREA	ASSIGNED PROGRAMS	IA EFFECTIVE DATE
Connor Ball	ELA/Literacy		
William Walsh			
Zoe Bailey	ELA/Literacy		

8. Click Save

<input type="checkbox"/>	STUDENT	CY-ID	LOCAL ID	GRADE	DOSAGE TO DATE	ENROLLMENT DATE	EXIT DATE	INDICATOR AREA	ASSIGNED PROGRAMS	ACTIVE
<input type="checkbox"/>	Alisa Holleman	CY-749858	082402M907	10	0.0	8/20/2021 10:50 AM		Math		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Beth Morton	CY-749869	082402M918	10	0.0	8/20/2021 10:50 AM		Math		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Christina Crawford	CY-749854	082402M903	10	0.0	8/20/2021 10:50 AM		Math		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Domenic Melchor	CY-749864	082402M913	10	0.0	8/20/2021 10:50 AM		Math		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Maegan Hardwick	CY-749865	082402M914	10	0.0	8/20/2021 10:50 AM		Math		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Mark McMinn	CY-749859	082402M908	10	0.0	8/20/2021 10:50 AM		Math		<input checked="" type="checkbox"/>