Navigating the Data Entry Screen

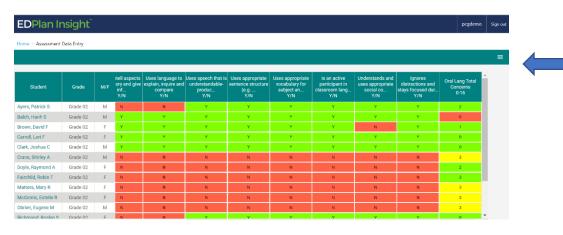
The data entry interface screen has been updated to be more functional based on the input from teachers. With the new functionality comes increased options for navigating the screen.

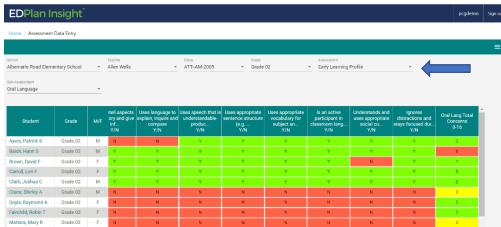
• If the assessment questions extend beyond the width of the screen, the first three columns are locked so that when you enter the data across the rows, you can still identify the student.





 The filters are automatically hidden to provide more space for data entry. To display the filters, you click on the three white lines with the teal background at the top right corner of the data entry window.

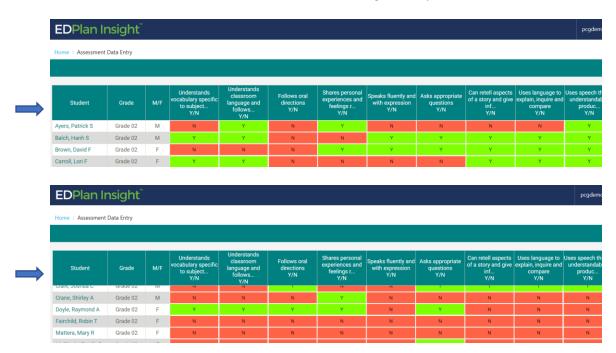




• If you tab across the page as you enter the data it will wrap around to the next student automatically after the last item for the current student is entered and the user tabs to the next data entry cell.



• If the student list extends beyond the bottom of the screen, the assessment items row will stay locked so that the user can still see the headings as they enter the data.



• If the user enters the data down a row using the down arrow, they will have to scroll up and click on the first data entry cell in the next row to continue to enter data.



• The heading for longer items has been limited to 3 lines to conserve space for the data entry cells. To see the entire label, hover over the 3 dots at the end of each affected label. If there are no dots, the full label is displayed.

