

Disable a user's ability to log-in to the database

This feature keeps your data secure and streamlines your staff lists during incident entry.

| | | A three-tiered behavioral datab | | |
|--|---|---|--|----------------------------|
| Tor Behavior ME ADMINISTRATION ▼ INCIDENT CHANGE PASSWORD E - | S ▼ TIER 2 ▼ SEARCH ▼ REPO - YOUR CHANGES WILL NOT | BE SUICE | 1 Manage Students | /Staf |
| Data SET SCHOOL/DISTRICT | ent School Yest Conz-2013 User: Test, Sr | chool Role: SchoolAdmin | Managa Staff | |
| MANAGE STUDENT/STAFF | AGE STUDENT | | | |
| MANAGE SCHOOL INFO 🕨 MAN | IAGE STAFF | trict. | | |
| MANAGE QUIZ | IVATE STAFF | | | |
| 2 Floaida Positires Beliarior Support Project (FL/PBS) STAL | FE LIST | University of South Florida (US 4202 East Fowlar Ave. 3055 2113A, Tangla, FL - 3365 | 5 | |
| | Mor | THET UNIVERSITY OF | etic Click on the blue "Star | ff" but |
| | Wat | ("Master" Staff Ros | and then select the st | aff nar |
| | database anto the ininformation bala | | 3 from the list that pop | s up. |
| To ADD a new staff member to the on To EDIT an existing staff member's | information, select their name: | taff | | |
| Please note: All fields are required | | | | |
| r lease note. Air neius are requireu. | | | | |
| First name | Karen | | | |
| Last name | Coach | | | |
| Employee ID | 00kctr0002 | *Please c | 4 Click on "Hide N | lame" |
| Access level ? User will not be able to log-in until activated. | Coach | Applies only to | staff who have been activated. | |
| The all a dates | | | | |
| Email address | k2@xyz.com | | Click on "Undate Sta | ff Profi |
| Email address Staff list status "Hide Name" will also disable staff | s Rtt:B access | Hide Name | 5 Click on "Update Sta | ff Profi |
| Email address Staff list status "Hide Name" will also disable staff | s Rtl:B access | Hide Name Staff Profile | Click on "Update Sta | ff Profi |
| Email address Staff list status "Hide Name" will also disable staff | k2@xyz.com *s RtI:B access | Hide Name Staff Profile | Click on "Update Sta | ff Profi |
| Email address Staff list status "Hide Name" will also disable staff | k2@xyz.com | Hide Name Staff Profile | Click on "Update Sta Cancel The staff member will receive any notificatio | ff Profi not n of th |
| Email address Staff list status "Hide Name" will also disable staff | *s RtI:B access Staff List | Hide Name Staff Profile | Click on "Update Sta Cancel The staff member will receive any notificatio change. | ff Profi not n of th |
| Email address Staff list status "Hide Name" will also disable staff This is a cumulative list of staff names to the Administration tab – Manage Stu | k2@xyz.com 's Rtl:B access Show Name Update Update Staff List that have been added to your school's Rtl:B roster. To dent/Staff, and select "Manage Staff". | Hide Name Staff Profile | Click on "Update Sta Cancel The staff member will receive any notificatio change. | ff Profi not n of th |
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