

Records -> Students -> In Program Years

Content: The In Program Years lister maintains a list of students by program year. A student is associated with a program year when the student has any dated activity such as taking a test, enrolling in a class, or achieving a reported outcome.

Created: The first time the student has a dated activity in the program year. Students are duplicated, but they will only have one listing per year.

Tip: As long as the program year column is filtered by the current program year, which is the default, the total count in the icon bar is a quick way to determine the total number of students with activity in your agency this year.

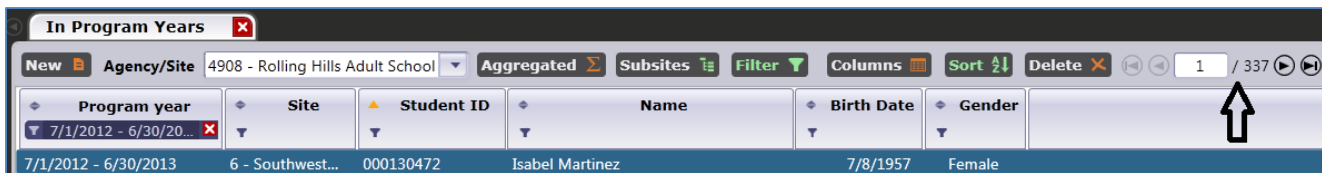
Use to: Find students with activity in a particular program year. Open any record and find links in the Navigator Panel to Class Enrollments, Class Records, Program Enrollments, Program Records, Records and Tests.

Example(s) Using this Lister:

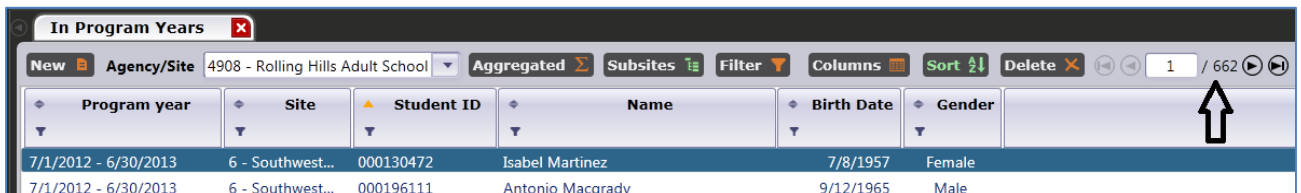
1. On the Records menu, point to Students, and select In Program Years.



2. View the Item Count that appears at the top of the lister. This shows the number of students with activity in the current program year.



3. Click the red X in the filter box in the Program year column. This allows you to see the item count across all program years, and compare with the current year total.



4. Click Add Filter in the Program Year column to reset the lister back to displaying only the students from the current year.

