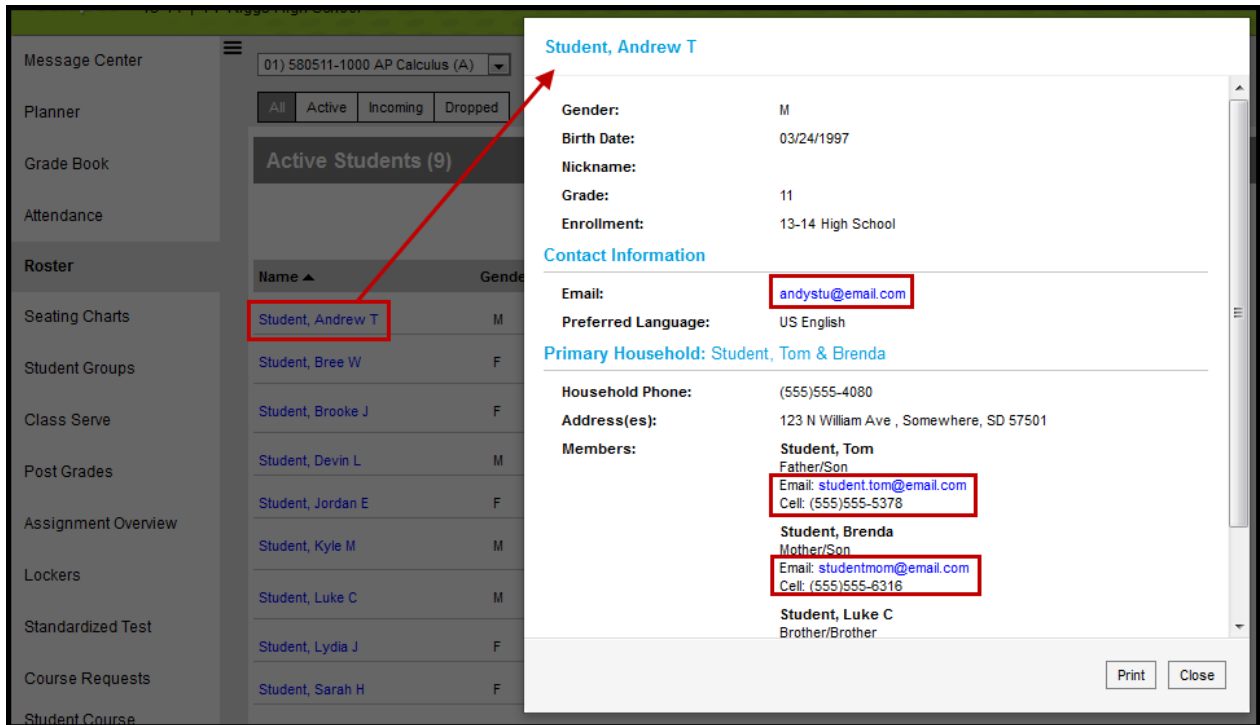


Contacting Through the Roster

Last Modified on 04/22/2024 2:58 pm CDT

Tool Search: Roster

Clicking on a student's name in the roster opens a detail window with information about the student and their household, including contact information for all members.



Contact Information in the Roster

Click on an email address to open a new email in your preferred email client.

Mailing addresses and phone numbers also display, with mailing addresses indicated by a mail icon. Contact information is only available if it's been entered on each individual's [Demographics](#) tab and [Households](#) record.

Emergency contacts are listed with their Emergency Priority designation.

Access this demographics screen from anywhere that students' names appear as blue hyper links.