

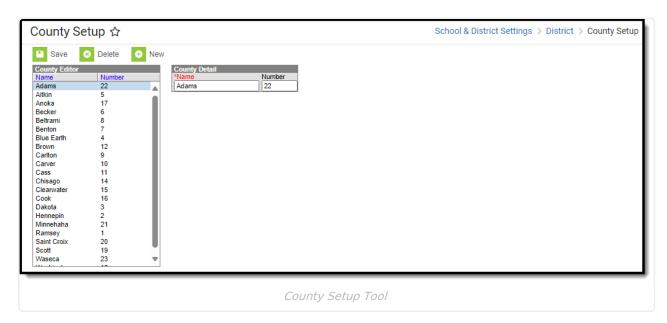
County Setup

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Tool Search: County Setup

This tool lists the counties that the school district serves. The number of counties listed will differ depending on the district. Once added, counties are available for selection in <u>Ad Hoc Reporting</u>.

Once counties are defined in this tool, they are available for selection on the <u>District Information</u> and <u>District County Setup</u> tools.



See the <u>District Settings Tool Rights</u> article for information on available tool rights.

Add New Counties

- 1. Click New.
- 2. Enter the Name of the county.
- 3. Enter the **Number** of the county. (optional)
- 4. Click Save.

Delete Counties

- 1. Select the **County** you want to delete.
- 2. Click Delete.



3. Click **OK**.