

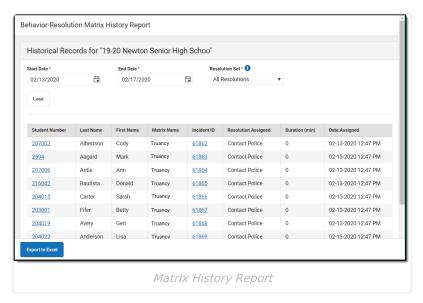
## **Matrix History Report**

Last Modified on 12/14/2025 8:45 pm CST

The Scanning toolset is part of the Campus Workflow Suite.

Tool Search: Matrix History

The Matrix History report is used to generate a historical report of resolutions assigned using the Behavior Resolution Matrix tool.



- 1. Enter a **Start Date.**
- 2. Enter an End Date.
- Select a Resolution Set: either All Resolutions or Pending. Pending resolutions are resolutions that do not have an assigned Resolution Start Date. See the <u>Behavior</u> <u>Management Tool</u> documentation for additional information.
- 4. Click **Load** to generate results. The columns can be rearranged by clicking and dragging the column names to a different orientation.

## **Report Results**

Field	Description
Student Number	The student's personal identification number. Click the student number to navigate to the Student Summary. See the <u>Student Summary</u> documentation for additional information.
Last Name	The student's last name.
First Name	The student's first name.



Field	Description
Middle Name	The student's middle name.
Incident ID	The incident ID associated with the behavior event. Click the incident ID number to navigate to the Incident Detail on the Behavior Management Tool. See the Behavior Management Tool documentation for additional information.
Resolution Assigned	The name of the resolution assigned to the student.
Duration (min)	The duration of the resolution in minutes. A Duration is only applied to resolutions with a sub-type of Detention.
Date Assigned	The date the resolution was assigned to the student.

Click **Export to Excel** to view the list of results in Excel.