

Transportation Wizards Tool Rights

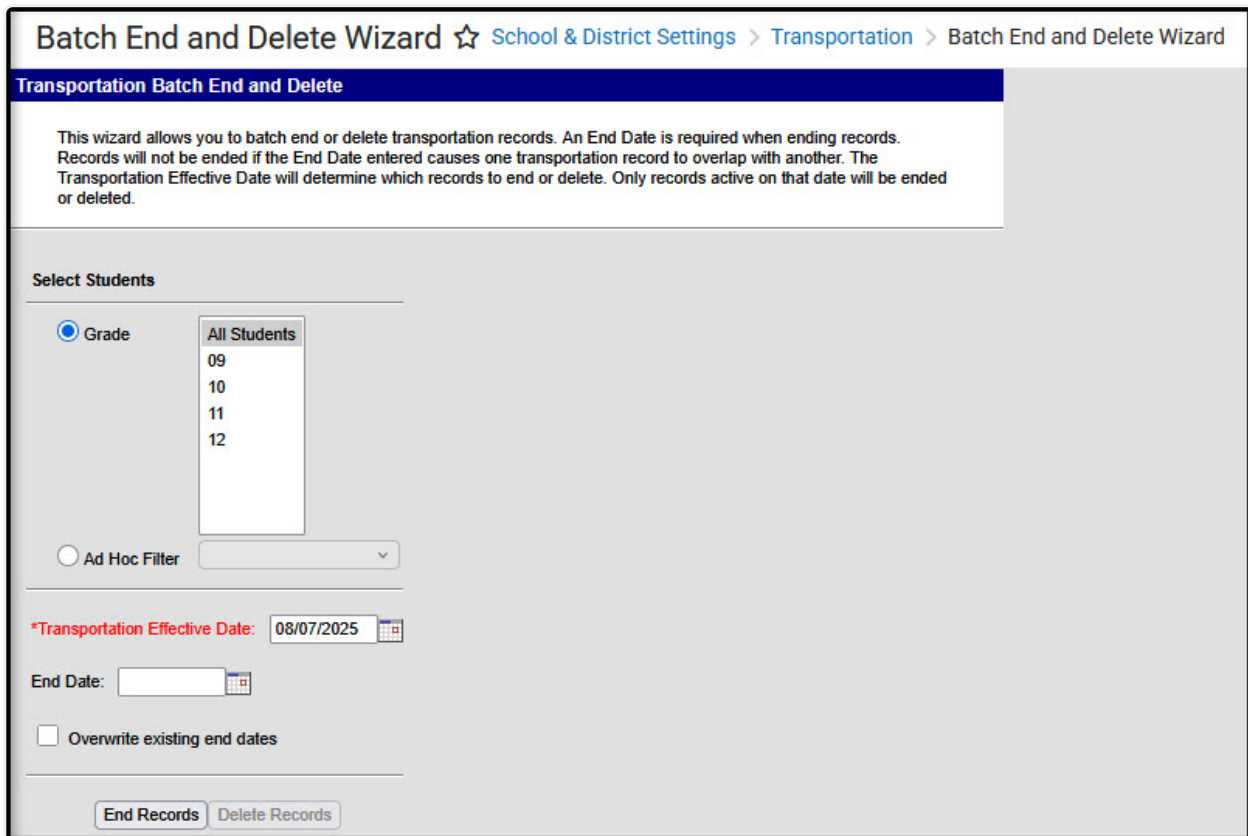
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The **Transportation Wizards** are used to manage student transportation records for selected groups of students.

To learn how to use these tools, see the [Batch End and Delete Wizard](#) and [Transportation Roll Forward Wizard](#) articles.

Batch End and Delete Wizard

Users with access to this tool can end or delete transportation records for a selected group of students.



The screenshot shows the 'Batch End and Delete Wizard' interface. At the top, there is a breadcrumb trail: 'Batch End and Delete Wizard' > 'School & District Settings' > 'Transportation' > 'Batch End and Delete Wizard'. Below this is a blue header bar with the text 'Transportation Batch End and Delete'. A white box contains instructions: 'This wizard allows you to batch end or delete transportation records. An End Date is required when ending records. Records will not be ended if the End Date entered causes one transportation record to overlap with another. The Transportation Effective Date will determine which records to end or delete. Only records active on that date will be ended or deleted.'

The main section is titled 'Select Students'. It has two radio buttons: 'Grade' (selected) and 'Ad Hoc Filter'. The 'Grade' selection has a dropdown menu showing 'All Students', '09', '10', '11', and '12'. The 'Ad Hoc Filter' selection has a text input field and a dropdown arrow.

Below the student selection, there is a field for '*Transportation Effective Date:' with the value '08/07/2025' and a calendar icon. Below that is a field for 'End Date:' with a text input and a calendar icon. There is also a checkbox labeled 'Overwrite existing end dates'.

At the bottom, there are two buttons: 'End Records' and 'Delete Records'.

Batch End and Delete Wizard

Available Tool Rights

R	W	A	D
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R	W	A	D
View tool.	End transportation records.	N/A	Delete transportation records.

Transportation Roll Forward Wizard

This tool is used to roll transportation records from one calendar to another for students who don't already have a transportation records in the destination calendar.

Transportation Roll Forward Wizard ☆

[School & District Settings](#) > [Transportation](#) > Transportation Roll Forward Wizard

Transportation Roll Forward

Transportation Roll Forward creates a new transportation record in the destination calendar based on the record from the source calendar. Only records active on that date will roll forward. Students who already have a transportation record in the destination calendar will not roll forward.

Select Source Calendar

- 26-27 Arthur Elementary
- 26-27 Carter Middle
- 26-27 Cleveland Elementary
- 26-27 Fillmore Middle School
- 26-27 Harrison High
- 26-27 Taylor K-8
- 26-27 Taylor K-8 9
- 26-27 Van Buren High School
- 25-26 Arthur Elementary
- 25-26 Carter Middle
- 25-26 Cleveland Elementary
- 25-26 Fillmore Middle School
- 25-26 Harrison High**
- 25-26 Taylor K-8
- KG 25-26 Arthur Elementary

Select Destination Calendar

- 26-27 Arthur Elementary
- 26-27 Carter Middle
- 26-27 Cleveland Elementary
- 26-27 Fillmore Middle School
- 26-27 Harrison High
- 26-27 Taylor K-8
- 26-27 Taylor K-8 9
- 26-27 Van Buren High School
- 25-26 Arthur Elementary
- 25-26 Carter Middle
- 25-26 Cleveland Elementary
- 25-26 Fillmore Middle School
- 25-26 Harrison High
- 25-26 Taylor K-8
- KG 25-26 Arthur Elementary

***Transportation Effective Date:**

Start Date: (Blank will default to first day of enrollment if one exists, first instructional day of the destination calendar if days are configured, or start date of destination calendar.)

Select Students

☒ Grade

All Students
 09
 10
 11
 12

☐ Ad Hoc Filter

☒ Only roll transportation records for students who have an enrollment in the destination calendar

Run Test
Run

Transportation Roll Forward Wizard

Available Tool Rights

R	W	A	D
Full access to Transportation Roll Forward Wizard.	N/A	N/A	N/A

Suggested User Groups

- [Transportation](#)

See [User Groups and Suggested Roles](#) for more information.
