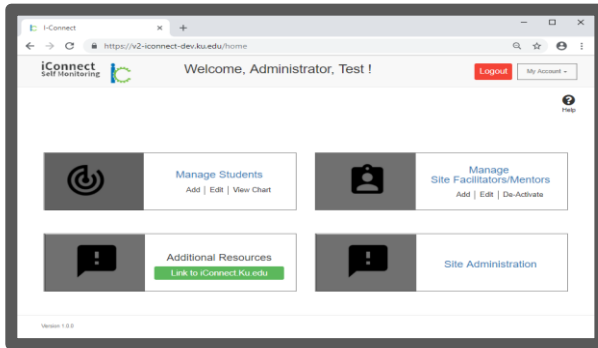




I-Connect Guide: Create a New Student

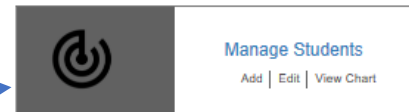
1. Login to Website

The Welcome Page



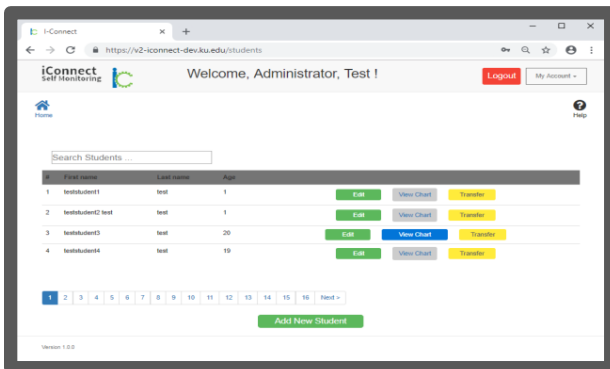
From the welcome page Site-Facilitators, Mentors, and Students can be managed and their progress tracked

- Select **Manage Students**



2. Manage Students Page

Add a New Student



Accounts for students you manage are listed with options to Edit students, View Charts, and transfer them to different Mentors.

- Select **Add New Student**

Add New Student

3. Add New Student Identifiers/Demographics

Add/Edit Student Page (Step 1)



I-Connect Guide: Create a New Student

Enter Student Name, Birthday, Gender, Possession of IEP, designate a Mentor, and establish a User Name and Password.

- Enter student information then select **Next Step 2**

Next Step 2

4. Add New Student Categories, Locations, Goals Add/Edit Student Page (Step 2)

Enter locations in Student's Home, Community, School, and Work. Specify prompts and intervals for each location that will be monitored.

- Enter student information, then select **Next Step 3**

Next Step 3

5. Finish Adding New Student

Add/Edit Student Page (Step 3)

Enter appropriate Stakeholders (i.e. student's guardians) who should be allowed access to viewing student's data.

- Add stakeholders, then select **Save new student!**

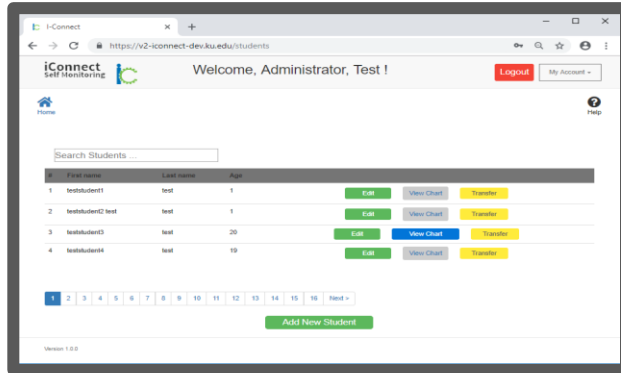
Save new student!

6. Manage Students Page



I-Connect Guide: Create a New Student

Add/Edit Student Page



The Add/Edit Student Page appears with the newly added student.