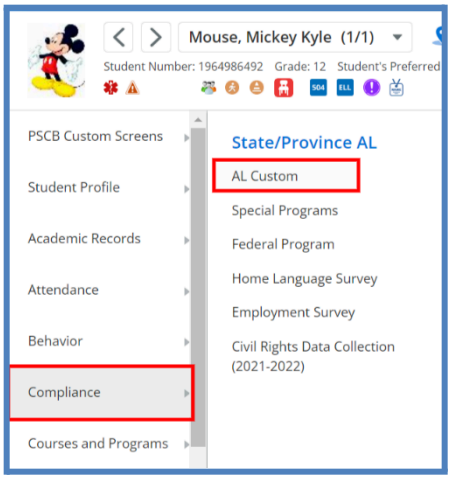
AL - PowerSchool

Entering Success Sequence Act Information Instructions

You may enter Success Sequence Act information for students individually, or in mass using student field value updates.



To enter Success Sequence Act information individually:

1. Select a student and go to the *Compliance > AL Custom* student page.

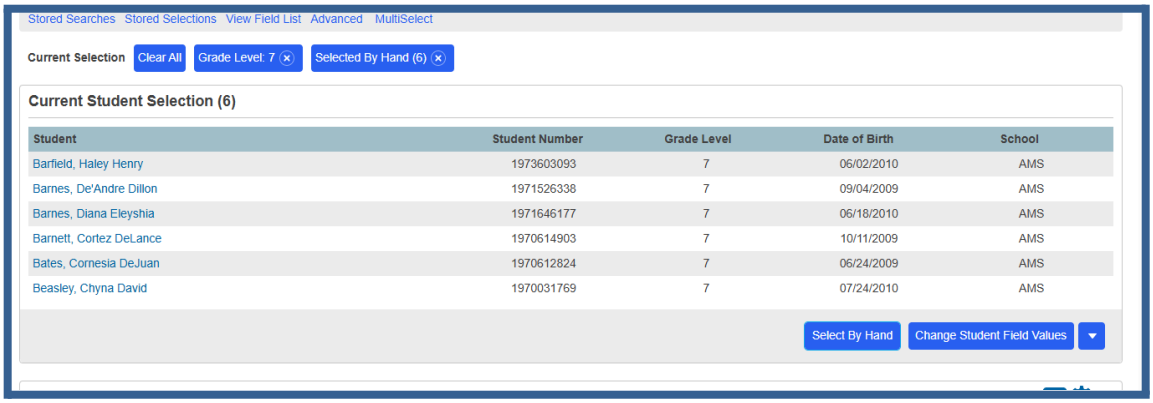
2. Scroll down to the Success Sequence Act area, and enter the dates the Success Sequence lessons were completed. Once both lesson dates have been entered, the lessons completed checkbox will auto check.



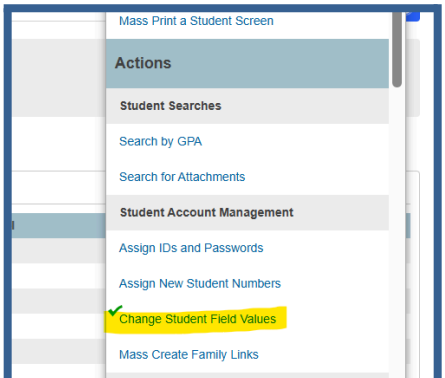
3. Click the **SUBMIT** button at the bottom of the page to save the data entered.

To enter Success Sequence ACT information for a large group of students:

In order to enter this data in mass, you must first make the group of students your current selection on the home screen.



Click the group function dropdown arrow and select **CHANGE STUDENT FIELD VALUES**.



On the Change Student Values Screen enter the following:

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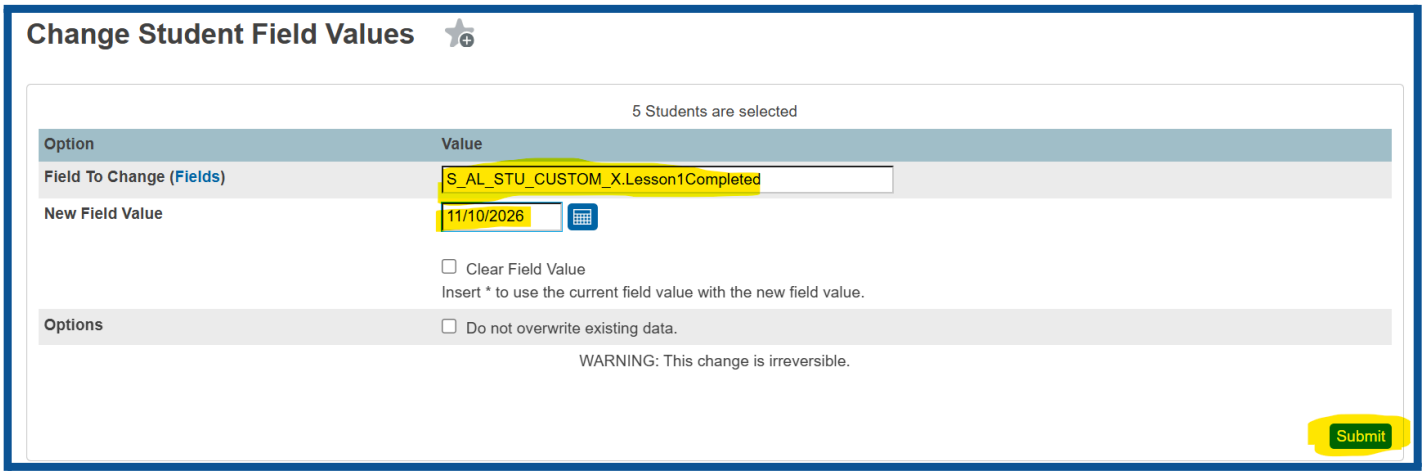
To enter Lesson 1 Completed Data

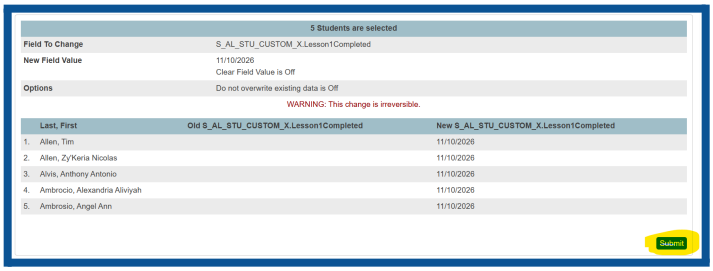
Field to Change: S_AL_STU_CUSTOM_X.Lesson1Completed

New FIeld Value: Use the date picker to select the date to apply to all selected students.



Click **SUBMIT**.

Verify the data is what you want to enter, and click the SUBMIT button.



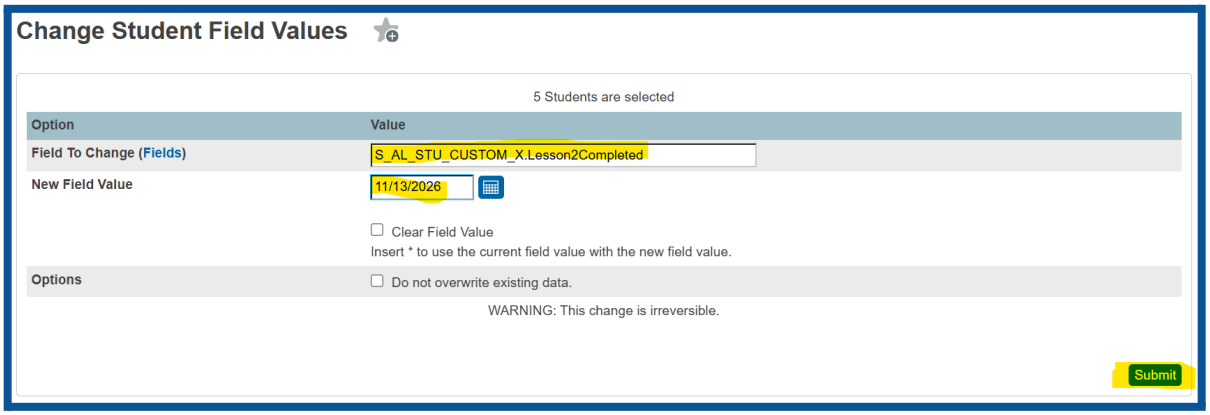


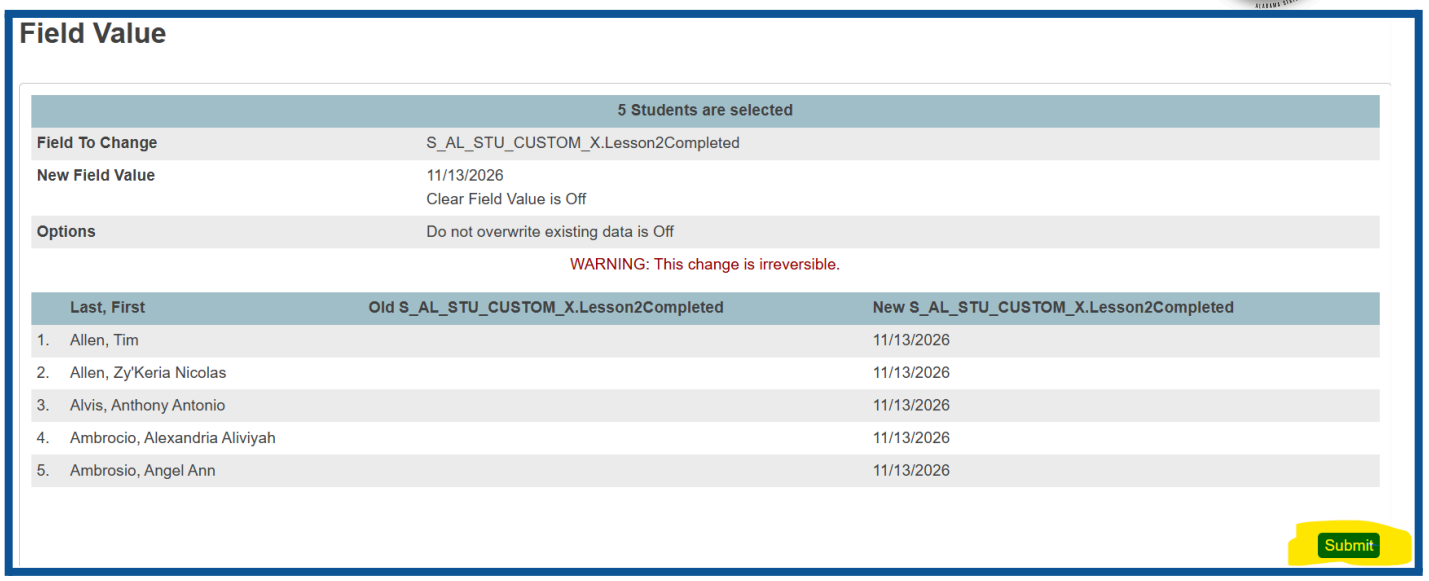
To enter Lesson 2 Completed Data

Field to Change: S_AL_STU_CUSTOM_X.Lesson2Completed

New FIeld Value: Use the date picker to select the date to apply to all selected students.

Click **SUBMIT**.





Verify the data entered and click **SUBMIT** to process the data entered.



Updating both of these fields will result in this entry on the student record:

