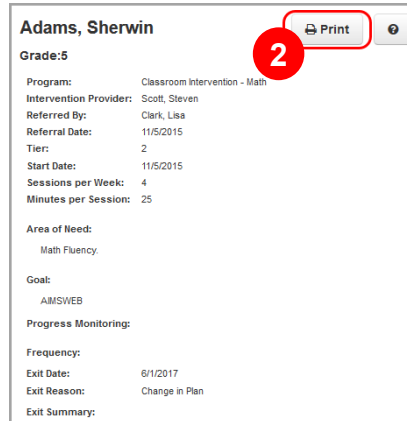# Additional Intervention Tasks

Printing an Intervention

On the Student Interventions Screen

1 In the row of the student for whom you want to print an intervention, hover your cursor until icons display. Then, click 🖨.

The print window opens.

2 Click **Print**, and then follow the printing procedures for the browser you are using.

On the Edit Student Intervention Screen

At the bottom of the screen, click **Print**, and then follow the printing procedures for the browser you are using.

On the Student Roadmap Screen

1 In the **Interventions** area, hover your cursor over the intervention you want to print. Then, click ▼ to display the drop-down list.

2 Click **Print**, and then follow the printing procedures for the browser you are using.

Deleting an Intervention

⚠ **Caution:** *Once you delete an intervention, you cannot retrieve it. Be sure this is what you intend before taking this action.*

On the Student Interventions Screen

1 In the row of the student for whom you want to delete an intervention, hover your cursor until icons display. Then, click ✕.

The **Confirm Delete** window displays.

2 Select the **I am sure I want to delete this record** checkbox, and then click **Delete**.

On the Student Roadmap Screen

1 In the **Interventions** area, hover your cursor over the intervention you want to delete. Then, click ▼ to display the drop-down list.

2 Click **Delete**, and then confirm your deletion on the **Confirm Delete** window.

Exiting a Student Intervention

⚠️ *Caution: Once you exit an intervention, the intervention is permanently closed. Closed interventions are read-only to teachers and can be edited and/or deleted only by users with the DataMap – Intervention Admin role. Be sure this is what you intend before taking this action.*

On the Student Interventions Screen

1 Select the checkbox beside the name(s) of the student(s) for whom you want to exit and close an intervention.

2 Click **Exit Intervention**.

Student ▲	Grade	Type & Subject	Program	Tier	SpEd Teacher	Interv Pr	Ref Date
☑ Sherwin	5	Math	Classroom Intervention - Math	2		Scott, Steven	11/5/2015
☑ Alexander, Sophie	5	Math	Classroom Intervention - Math	2		Scott, Steven	11/5/2015
☐ Alexander, Sophie	5	Reading	DIP - Small Group Reading	2		Scott, Steven	11/5/2015

The **Exit Interventions** window opens.

3 Enter the **Exit Date** in the field.

4 Select an **Exit Reason** from the drop-down list.

5 (Optional) Enter any additional information in the **Exit Summary** field.

6 Click **Save**.

Exit Intervention

Exit Summary | Exit Date* mm/dd/yyyy | Exit Reason*

One or more of the selected Student Interventions already contains an exit date/reason/summary; if you click Save, you will override the data.

Save | Cancel

On the Edit Student Interventions Screen

1 At the bottom of the screen, enter the **Exit Date** in the field.

2 Select an **Exit Reason** from the drop-down list.

3 (Optional) Enter any additional information in the **Exit Summary** field.

Exit Summary | Exit Date mm/dd/yyyy | Exit Reason

4 Click **Save**.

The **Close Intervention** window displays.

5 Select the **I am sure I want to close this intervention** checkbox, and then click **Confirm**.