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At the bottom of t to the staff memb	he user record screen rer previously.	Staff tab, a រួ	grid displays with	all job funct	ions that	have been a	assigned
4 In the Schoo	ol drop-down list, seled	ct the distric	t or school to whi	ch the selec	ted job f	unctions app	oly.
5 In the Year	drop-down list, select †	the school y	ear in which the s	elected job	functions	s apply.	
6 In the Job F accounts de	unctions multi-select li etermines which stude	ist, select th nts the user	e desired job func can and cannot a	tion(s). Assi ccess.	igning jot	o functions t	o }
DataMap re	ecognizes the following	job functio	ns:				
Princip Compa teacher	al – Access to all stude i rison screen, when a S rs within the school/dis	nts within th earch Type strict	ne school/district of Teacher is sele	and school cted, also h	year; on t as access	the Assessm to data for a	e nt all
• Superir Assessi for all t	n tendent – Access to al ment Comparison scre eachers within the dist	ll students w en, when a s rrict	vithin the school/o Search Type of Te	district and acher is sele	school ye ected, als	ear; on the so has access	s to data
Counse school/	elor – Access to all stud district and school yea	ents for wh r	om the staff mem	ber is a cou	nselor wi	thin the	
• Teache school/ Teache Note: To ren	r – Access to all studer district and school yea r is selected, has acces move a particular job f	nts who have r; on the As s to only the <i>unction, bes</i>	e a course section sessment Compa eir own data <i>ide the name of tl</i>	with the sta rison screer the job funct	aff memb n, when a ion, click	er for the Search Type X. Or, to re	e of emove all
Click Add Sc	functions, click ×.		6				
Example High School	Yea	ar 1020-2021	Job Fund	etions	×	× ~	
Allow staff member to view	/ all students in EZ Query						7 Add School
All selected	job functions are assig	ned to the s	staff member and	display in tl	ne grid.		1
	School	School Year	Job Function	EZ Query	Active	Actions	
	Example High School	2020-2021	Teacher, Counselor				
					Edit red	cord	
					I	nactivate re	cord