Using the EL Co-Enrollment Designation in TE

For designating individual students:

1. On the Records menu, go to Students and select Records to open the Records – Students – Records lister.

2. Click the New button in the upper left corner of the lister.

3. Check the box titled EL Navigator under Special Program Entries

For designating an entire class:

1. On the Organization menu, go to Classes and select Instances.

2. Click the New button in the upper left corner of the Class Instance record.

3. Check the box titled EL Navigator under Special Program Entries