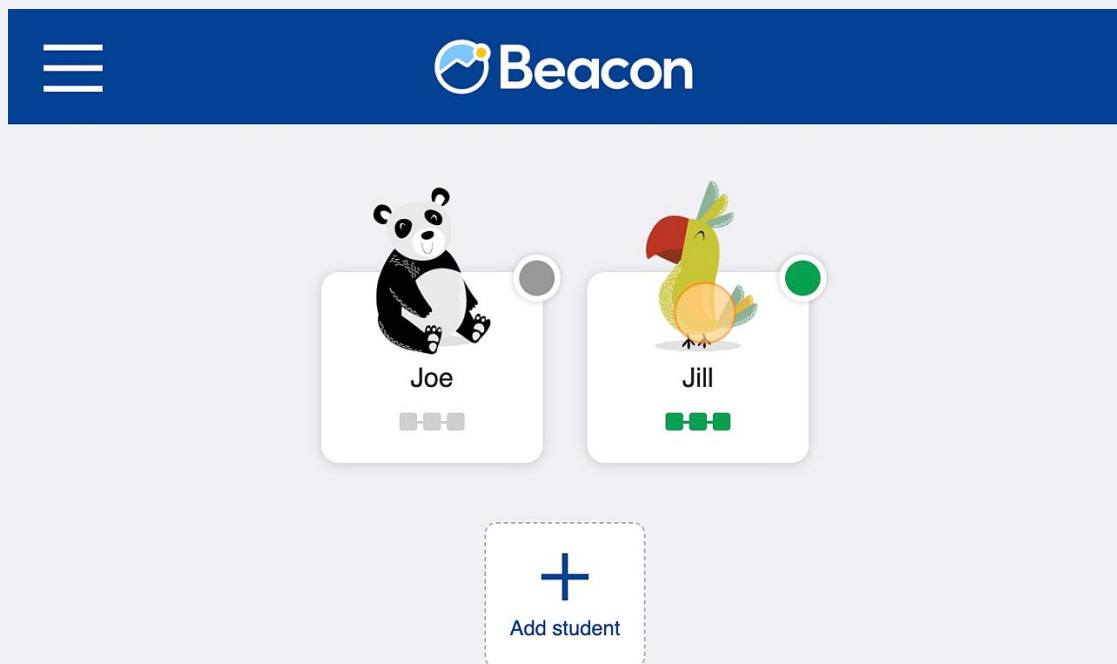


How to Delete or Edit a Score for Progress Monitoring

If you accidentally enter the wrong date for progress monitoring, here is how to delete the score. Once you have completed these steps, you are able to re-enter the correct data for the date.

- 1 Navigate to app.beaconforschools.com/staff-dashboard

- 2 Click on student's name.



3 Click "Go to profile"

The screenshot shows a student profile page for Jill Doe. At the top, there is a blue navigation bar with a "Back" button on the left and a "Student Profile" button on the right. Below the navigation bar, there is a profile card featuring a cartoon parrot icon, the name "Jill Doe", and the text "Student ID 530 • Grade 5 • [Go to profile](#)". Below the profile card, there is a light blue banner with the text "LOW RATES OF CLASSWORK COMPLETION". Underneath the banner, there is a heading "Estimate the percent of assigned classwork that was completed." and a date "2023-04-07" with a calendar icon.

4 Scroll down and click on the problem you want to edit.

The screenshot shows a list of problems and services. The first item is "Estimate the percent of assigned classwork that was completed. (Olivia England)" with a green dot icon. Below this, there is a "Services" section with two items: "Praise (Olivia England)" and "Daily report card (Olivia England)", both with pink diamond icons. Below the services, there are two problem cards. The first card is titled "Low rates of classwork completion" and has an "Add service" button and a three-dot menu icon. The second card is titled "Interruptions" and also has an "Add service" button and a three-dot menu icon. At the bottom of the list, there is a dashed box containing the text "+ Add Presenting Problem".



5 Click "Show data table"

2023-04-07

Serious problem

Olivia England

Apr 17, 2023

Notifications **Bi-weekly**

Show data table

More actions

+ Add progress metric

SERVICES

+ Add service

6 Click "Delete" on the data point you want to change.

Date	Score		
2023-04-10	Slight problem	Edit	Delete
2023-04-07	Serious problem	Edit	Delete
2023-04-05	Somewhat of a problem	Edit	Delete
2023-04-04	Somewhat of a problem	Edit	Delete
2023-04-03	Not a problem	Edit	Delete
2023-03-31	Not a problem	Edit	Delete
2023-03-30	Slight problem	Edit	Delete
2023-03-29	Slight problem	Edit	Delete
2023-03-28	Serious problem	Edit	Delete