

Tangos

10/31/2025 11:44 am EDT

Below are helpful step-by-step guides related to NCSIS processes.

Tangos

Ad Hoc Filters

Creating a Basic Ad Hoc Filter (https://app.tango.us/app/workflow/Using-Filter-Designer-in-Infinite-Campus-0b742a0d1a7940c1ba95f7a47ad40615)

Selection Editor Directions (https://app.tango.us/app/workflow/Using-Filter-Designer-in-Infinite-Campus-0b742a0d1a7940c1ba95f7a47ad40615)

Attendance

Entering Attendance Using the Check In Mode (https://app.tango.us/app/workflow/Entering-Attendance-Using-the-Check-In-Mode-for-an-Individual-Student-2d298e7a8eb9459c8cec5190566b51a5)

Entering Attendance Using the Check Out Mode (https://app.tango.us/app/workflow/Entering-Attendance-Using-the-Check-Out-Mode-for-an-Individual-Student-50bfce2f60d04f488c300c63708a28b2)

Tangos

Change Unknown Absences to the 2A Unexcused (Unlawful) Absence
(https://app.tango.us/app/workflow/Change-Unknown-Absences-to-the-2A-Unexcused--Unlawful--Absence-606ded767e204cf487f3af68dde541a4)

Census

Adding Staff (https://app.tango.us/app/workflow/Add-Staff-in-Infinite-Campus-12f6dba71efc450a934d3aa98da1c137)

Census Data Validation Cleanup (https://app.tango.us/app/workflow/Census-Cleanup-8d6461ee74134547ab2a757cdb873537)

Modifying Households (https://app.tango.us/app/workflow/Modifying-Households-in-Infinite-Campus-71a4f87a6d0e4aad8d3f17a44b161360)

Update Household Addresses (https://app.tango.us/app/workflow/Update-Household-Address-in-Infinite-Campus-8377c6dd3777431a893f18ef573c6c13)

Enrollment/End Enrollment

No Show Process After Day 1 (https://app.tango.us/app/workflow/Processing-No-Show-Students-After-Day-1-d6984dc0c10b40fc945abd608cf9561a)

Grading

Opening Grading Windows (https://app.tango.us/app/workflow/Manage-Grading-Windows-for-Standards-Grading-906f7262f5af4b2c8e45df9e1cf923f5)