

Set Student Options and Define Student Lists

Prior to adding new student records, you can simplify your data entry efforts by setting up student options and defining student lists.

Student Options Checklist

- Add [custom fields](#) for information you want to track.
- Set up the [immunizations](#) list.
- Set up a default ZIP code as well as frequently used ZIP codes.
- Enable the [Student Assistant](#).
- Set up [individual lists](#).
- Set up [grade levels](#).
- Customize [grade status types](#).
- Set up [note categories](#).
- Set up [withdrawal reasons](#).