

Portal Access Formats

Default formats have been defined which meet the needs of most districts. A format is defined for parents, students, administrators, and instructors. Parents will see the format in the parent portal; students see their format in the Student Suite; staff will see the administrator format if they have access to Student Summary View in District or School Reports; and teachers will see their format in their Instructor Suite in the Comprehensive Summary of the Class Roster Reports. The purpose is to allow different types of data to be viewed by the different groups.

Case where additional formats would need to be defined:

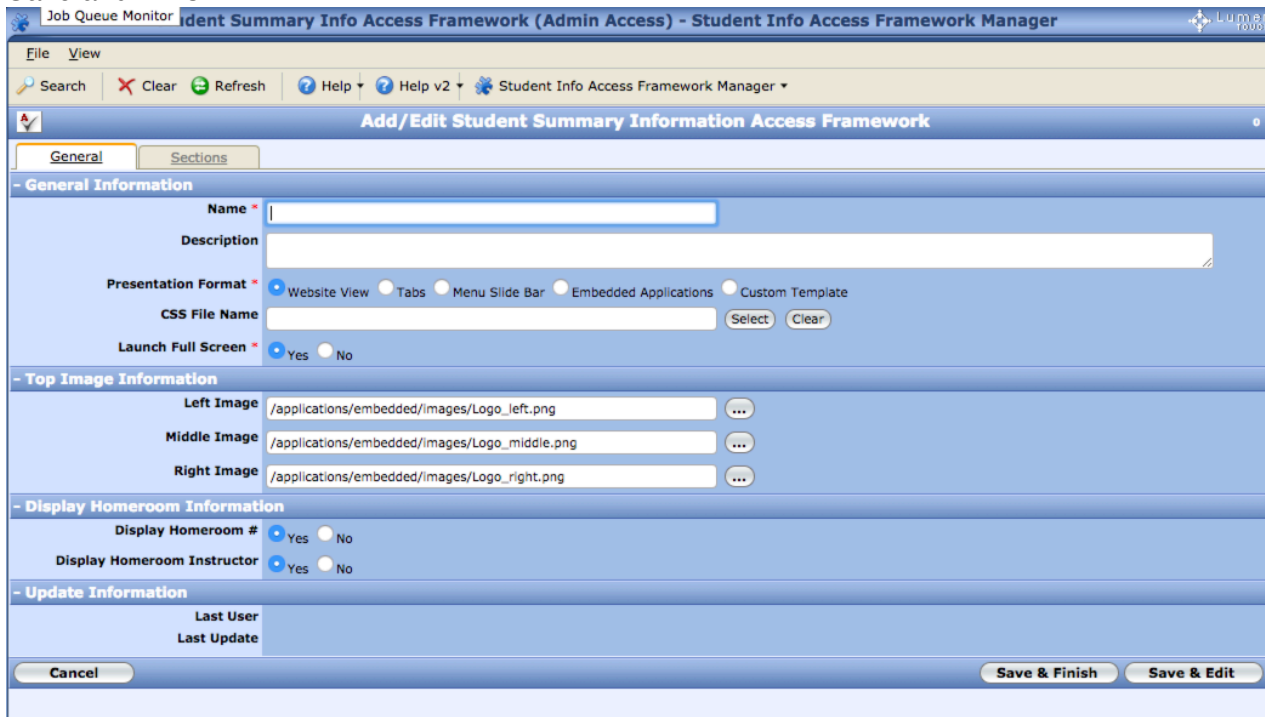
The types of data to display can be controlled by grade levels of the students, but if 2 schools with the same grade levels want different views of data, additional formats would need to be created.

[EzStart -> Lumen Touch - District Admin -> Student Info Access Framework -> Student Summary Info Access Framework -> Student Info Access Framework Manager](#)

Select Add New.

Give the new view a name and copy the other fields from the view of one similar.

Save and Finish



[EzStart -> Lumen Touch - District Admin -> District Student Summary Processing Setup -> District Student Summary Processing Setup -> Access Formats](#)

Change the view of the type to the new view.

The view can also be assigned to Users Group.