<table>
<thead>
<tr>
<th>Access Level</th>
<th>Default Permissions*</th>
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</table>
| Teacher                          | • Enter minor referrals  
• Submit major referrals (does NOT include recording disciplinary decisions)  
• Review your own disciplinary incidents  
• Enter Tier 2 daily progress monitoring information for students |
| **Specialist**                   | • Review all users'/students’ disciplinary incidents  
• Submit SESIR referrals (does NOT include recording disciplinary decisions)  
• Review all individual and school-wide reports  
• Assign students to Tier 2 interventions  
• Review progress monitoring entries for all students receiving Tier 2 supports |
| **Coach**                        | • Add & Edit student and staff rosters  
• Activate staff  
• Retrieve staff member’s user name  
• Manage staff permissions (except their own)  
• Update school demographic and profile information  
• Set up school-defined incident categories  
• Set up Tier 2 information (interventions, expectations, periods) |
| **Data Entry School Administrator** | • Record disciplinary decisions for major and SESIR referrals  
• Review all disciplinary incidents  
• Edit disciplinary incidents |
| **District Administrators have unique permissions...** |                                                                                   |
| **District Administrator**       | • Activate school accounts  
• Add school administrators to the database  
• Add & Edit student and staff rosters  
• Create district-wide categories  
• Set up school profile, demographics, categories & interventions  
• View school incidents, progress monitoring entries & reports  
• View district-level reports |

* Coach, Data Entry, School Administrator, and District users can further adjust individual users’ permissions to meet their school’s needs.