

Manage Counties

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Classic View: System Administration > Resources > Counties

Search Terms: Counties

This tool is used to list the counties that the school district serves. Depending on the district, the amount of counties listed will differ. Once added, counties are available for selection in Ad Hoc Reporting.

Once counties are defined in this tool they become available for selection on the Resources > District Information tab and the Resources > District Counties tab.

Counties ☆ Resources > District Information > Counties				
Save	× Delete	• New		
County Editor			County Detail	
Name	Number		*Name	Number
Alameda	1	~	Amador	3
Alpine	2			
Amador	3			
Butte	4			
Calaverasss	5			
Colusa	6			
Del Norte	8			
El Dorado	9			
Fresno	10			
Glenn	11			
Humboldt	12			
Imperial	13			
Inyo	14			
Kern	15			
Kings	16			
Lake	17			
Lassen	18			
Los Angeles	19			
Madera	20			
Marin	21			
Marinosa	22	\sim		

Example Counties Tab

Adding New Counties

- 1. Click New.
- 2. Enter the **Name** of the county.
- 3. Enter a Number of the county. (optional)
- 4. Click **Save**.



Deleting Counties

- 1. Select the **County** you want to delete.
- 2. Click Delete.
- 3. Click **OK**.