**One-off Alerts Video Script**

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| 00:00:00 [Beginning of Video] |  |
| 00:00:02 Male Voice: | You also have the option to submit an alert for your student from your professor homepage. From your professor homepage, scroll down and look at the students in your classes. |
| 00:00:12 | Check mark the box next to the student’s name you’d like to issue an alert for. Hover over actions, click on it and click on the Issue Alert button. |
| 00:00:23 | Student’s name will prepopulate. You will be prompted to select a reason why you think this student needs assistance such as low test or quiz scores or poor class participation. |
| 00:00:34 | And if this alert is associated with a specific class, you will be asked to choose what class this is for. When then ask for you to provide additional comments which will your administration on your campus that will determine what resources and support that student needs. |
| 00:00:49 [End of Video] |  |