## **Add Service Logs for One Student**

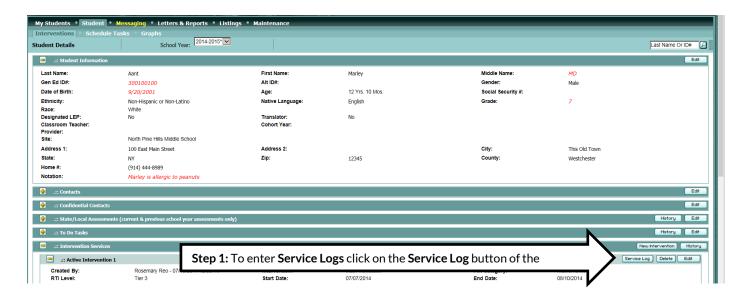
Distribution: RTI Providers and Supervisors



## Step-by-Step Guide

## **Add Service Logs for One Student**

Service Logs may be recorded for each Active Intervention.





## Step 2: Enter:

- Date of service (Defaults to current date)
- Provider
- Minutes
- Comments (if applicable)

Click Save to save this entry and return to the student record

Click Add to enter additional Service Log

Step 4: When finished click Save