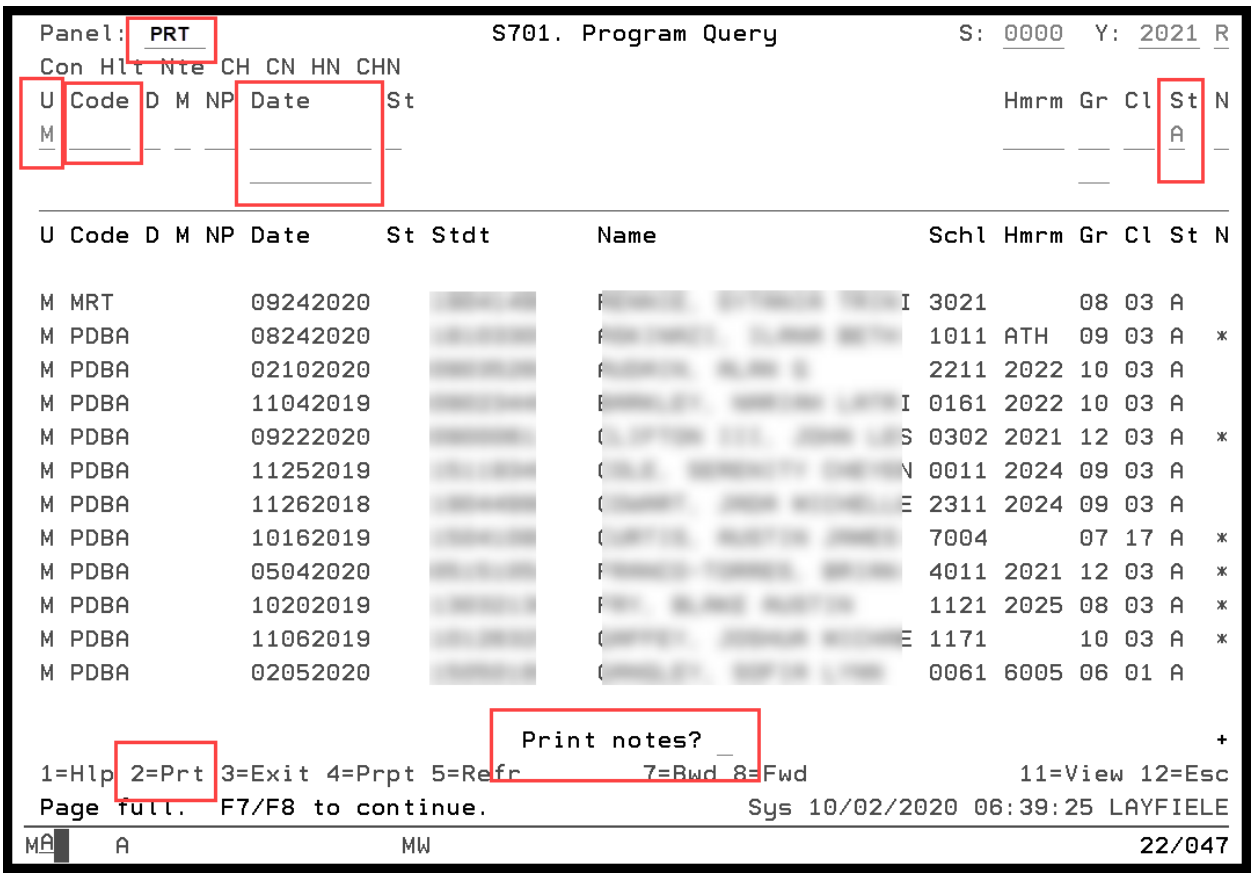
The School Board of Brevard County, Florida

Instructions: How to Print s701 Screen in AS400

1. Go to panel S701.
2. Type a M in the U field.
3. Type in a code in the Code field if you want to run it for a particular type of referral.
4. Put in a date range if desired.
5. Type an A in the St field for active students.
6. Hit Enter
7. Hit the F2 key to print.
8. If you want to print notes, put a Y, if you don't put an N.
9. Hit Enter
10. Type PRT in the Panel field at the top left which will take you to your printer queue, where you can display or print your report.