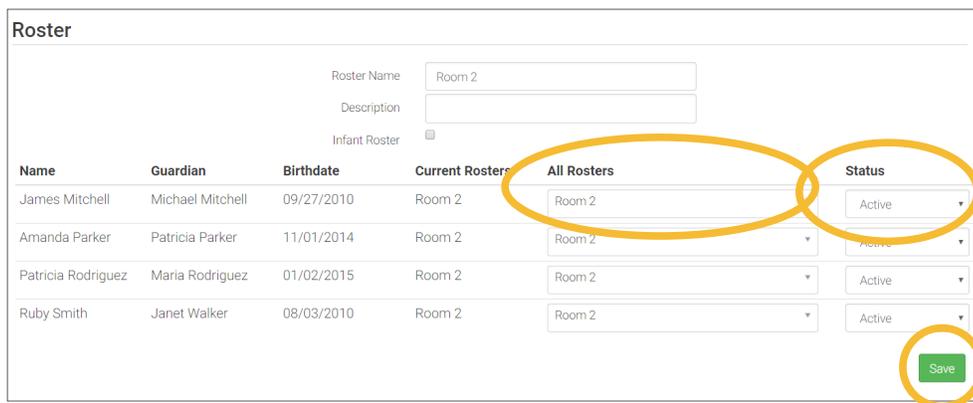


The children that are assigned to each roster can be managed individually on each participant's information page. If you need to move a lot of children and don't wish to click them individually, you can manage roster assignments easily on the roster page.

To manage roster assignments for multiple participants:

- Click on "Participants & Rosters" on the main dashboard.
- Click on the name of the roster that contains the children you need to manage.
- On the roster page, you will see the following columns:
 - Name
 - Guardian
 - Birthdate
 - Current Rosters
 - All Rosters
 - Status
- Use the drop-down menus in the "All Rosters" column to change roster assignments of multiple participants. For example, when a group of preschoolers enroll in school and are promoted to the school-age roster.
- Use the drop-down menus in the "Status" column to change the status of multiple participants quickly. For example, if you have a roster of children who only attend during the summer and now they will be inactive.
- Click "Save" and all changes will be applied to all the children with altered roster assignments or status.



Name	Guardian	Birthdate	Current Rosters	All Rosters	Status
James Mitchell	Michael Mitchell	09/27/2010	Room 2	Room 2	Active
Amanda Parker	Patricia Parker	11/01/2014	Room 2	Room 2	Active
Patricia Rodriguez	Maria Rodriguez	01/02/2015	Room 2	Room 2	Active
Ruby Smith	Janet Walker	08/03/2010	Room 2	Room 2	Active