Review (Optional)

The third lesson in this Learning Series, Front Desk Staff, is designed to get you familiar with enrolling/registering students in classes. You may wish to review the articles listed below before beginning.

The review articles in the bullet list below will open the Help article in a new tab. When you are finished reviewing the material, close the tab and return to this page to access the next article using the links below.

- **Active vs Inactive Families**
- **Work With All Families - View, Search, and Mass Actions**
- **Work with All Students - View , Search, and Mass Actions**
- **Search for People in your Database**
- **Enroll a New Family/Student with Quick Registration/Add Family**