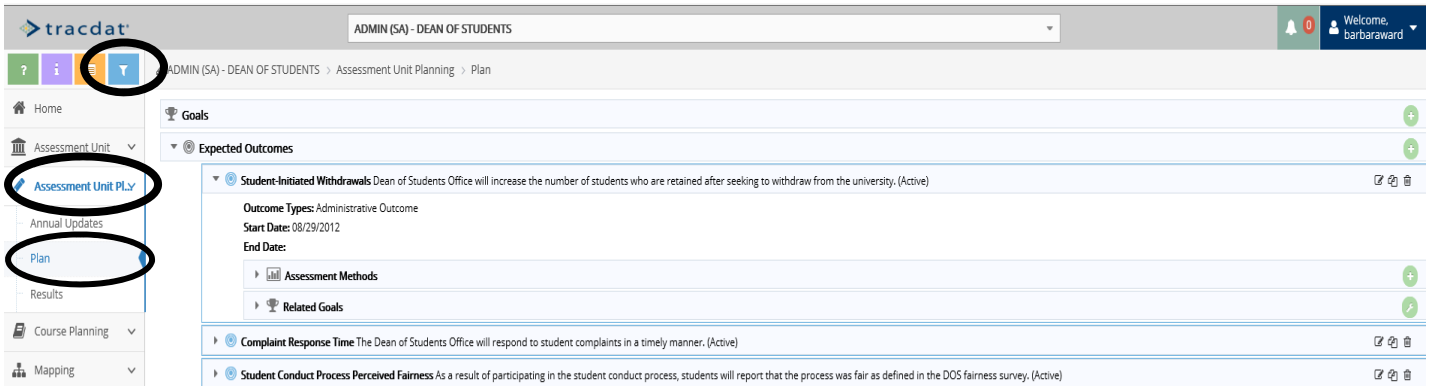
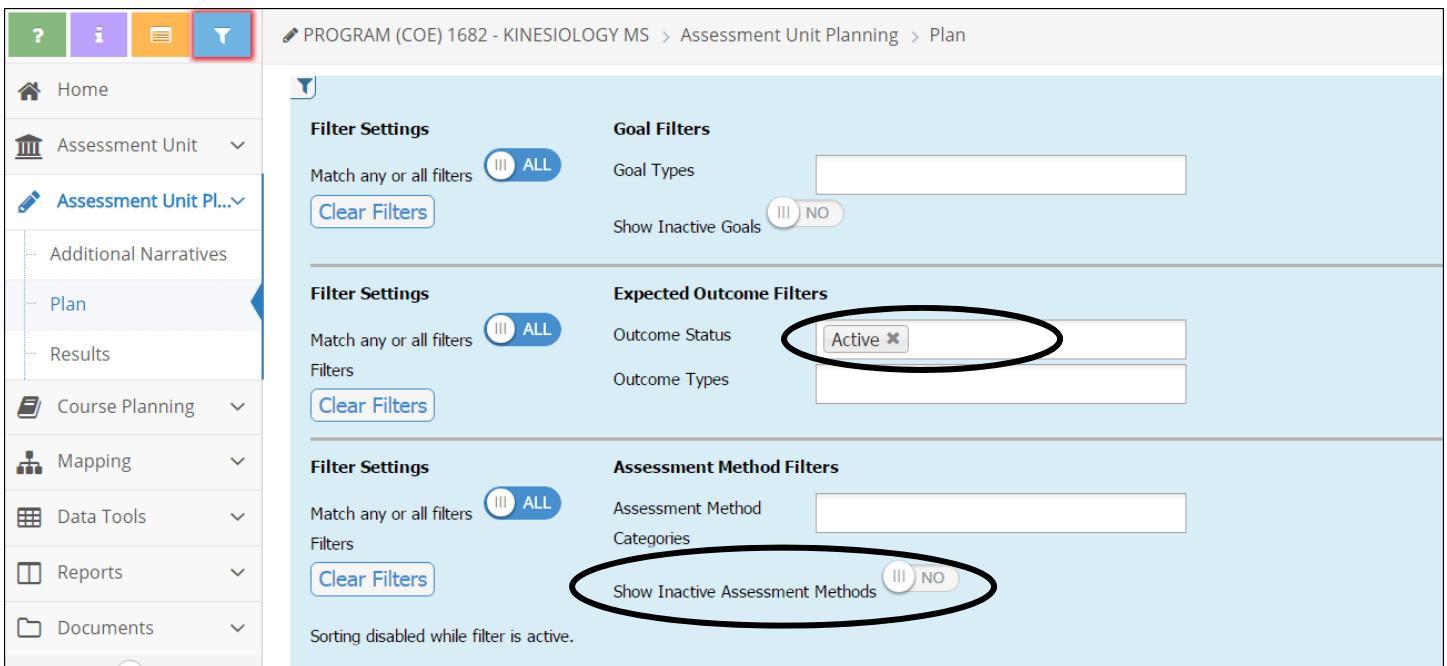


How to hide inactive/complete outcomes in Tracdat

- 1.) Click on Assessment Unit Planning
- 2.) Select Plan
- 3.) Click on the blue filter button.



- 4.) Under “Outcome Status” select only “Active”
- 5.) If the “Show Inactive Assessment Methods” option says “YES”, toggle the switch to say “NO”.



- 6.) Click on the filter button again to return to your list of outcomes. Only active outcomes and methods should now be visible.

Still have problems? Contact us at 940.565.4584 or tracdat@unt.edu.

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