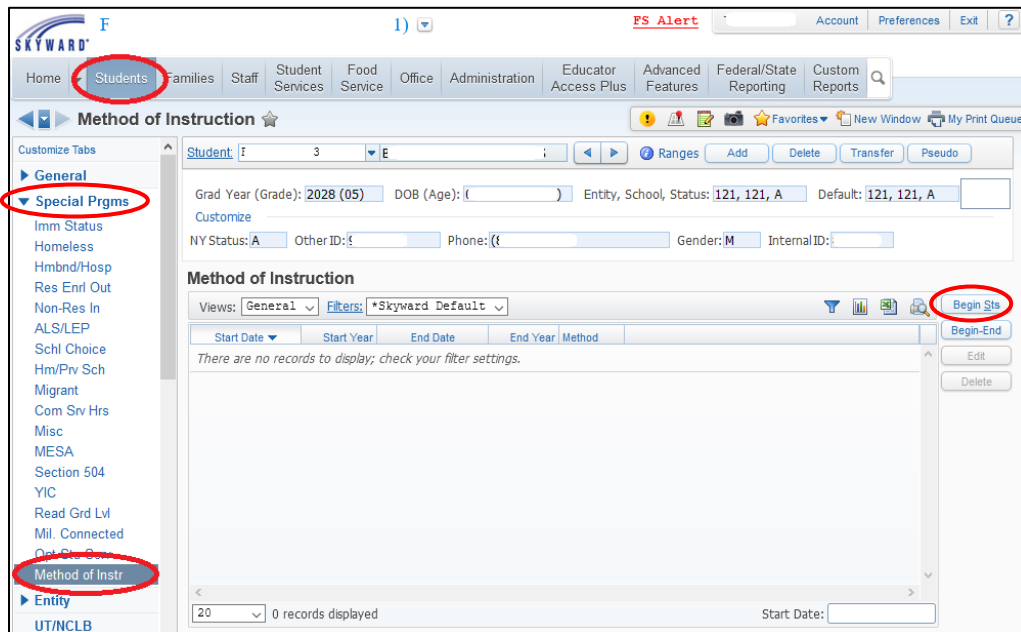# Method of Instruction

The **Method of Instruction** will allow schools to track how a student is receiving instruction, whether they are learning full-time In-Person, full-time Virtual or have a Hybrid schedule (both in-person and virtual courses). The **Method of Instruction** can be used to identify a student's learning method in data mining, attendance, and scheduling reports, i.e. the Day Summary and the Class Roster.
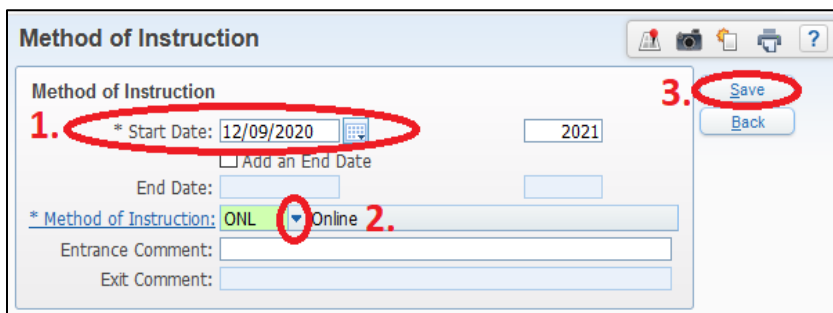
The Method of Instruction will need to be added or updated anytime a student 1) is enrolled, 2) is withdrawn or 3) has a schedule change that would change their **Method of Instruction**.

1) To add a new **Method of Instruction** record, navigate to **Skyward Student**> Expand **Special Program**> Select **Method of Instruction.**
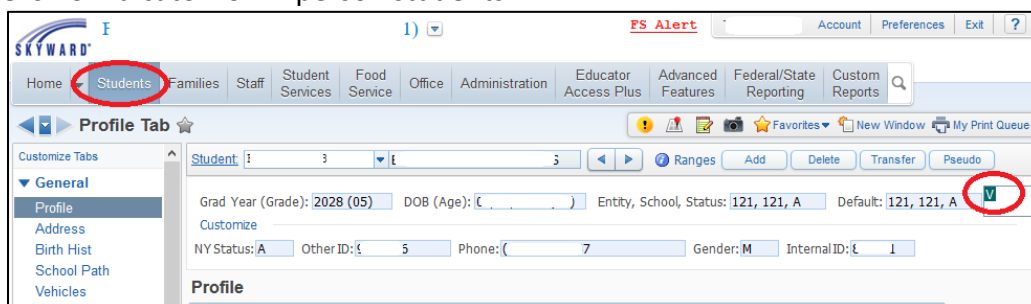
Select **Begin Sts**:

Enter the **Method of Instruction**:

1. Input the start date.
2. Use the drop-down arrow to select the method of instruction the student will be receiving.
3. Select save.

Once you save the **Method of Instruction**, an indicator will appear that indicates whether the student is Virtual or Hybrid. There is no indicator for In-person students.

2) If a student is withdrawing from school you will need to end the record as follows:

Highlight the current **Method of Instruction** record and select **End Sts**:

Input the **End Date**, then select **Save.**

3) If a student is changing their schedule in a manner that would change their **Method of Instruction**, i.e. from in-person to hybrid, you would need to end the current **Method of Instruction** record and create a new record with the new **Method of Instruction**.   To do this, follow the instructions above to end the current record. Then add a new record. When finished, the student should have multiple records in their **Method of Instruction**, as shown here: