Resolving a Flag and Closing the Loop

While in Starfish:

🌟 Choose Students

🌟 Select the Tracking tab

🌟 Select the Flag icon next to the name of the flag raised

🌟 Choose ‘Clear Flag’

🌟 Enter a comment explaining why you are clearing the flag

🌟 Add a message in the ‘Close the Loop’ field detailing what actions were taken to resolve the flag, any remaining concerns you might have, and what further steps are necessary, if any. * This message will be sent to the flag raiser.

🌟 Select Submit