



Nova Scotia Student Information System

Nova Scotia Public Education System

Searching for Students, Staff, etc. in TIENET

TIENET Quick Reference Guide

Revision Date:
July 2, 2013

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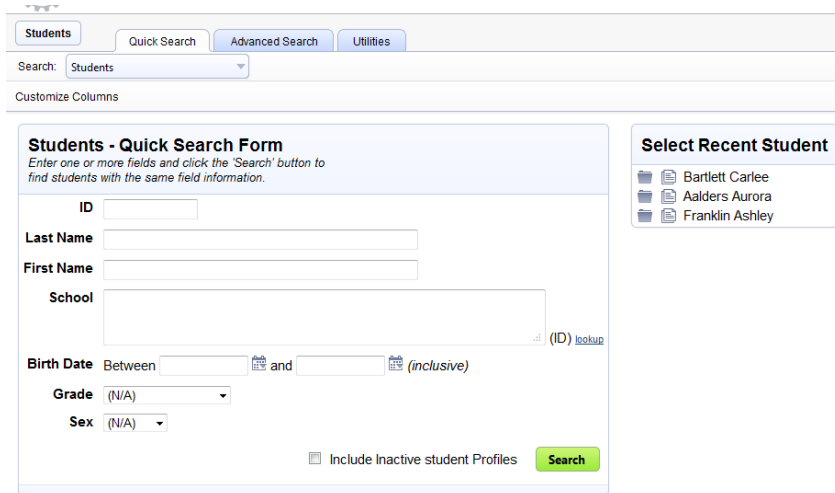
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- To search for a student or staff member, use **Search** at the top.
- Choose **Students** or **Staff** from the drop-down menu, the list may vary depending on a user's TIENET role/access.



- Fill out the information known and click **Search**. Information has to be exact but usually the last name and/or first name are enough to give adequate search results. Students or staff can also be chosen from the **Select Recent** ...



Note: Staff members that have access to more than one school must first select the correct school from the drop-down menu beside **Select Location:**, then click on **Students** under the **Search** tab.

