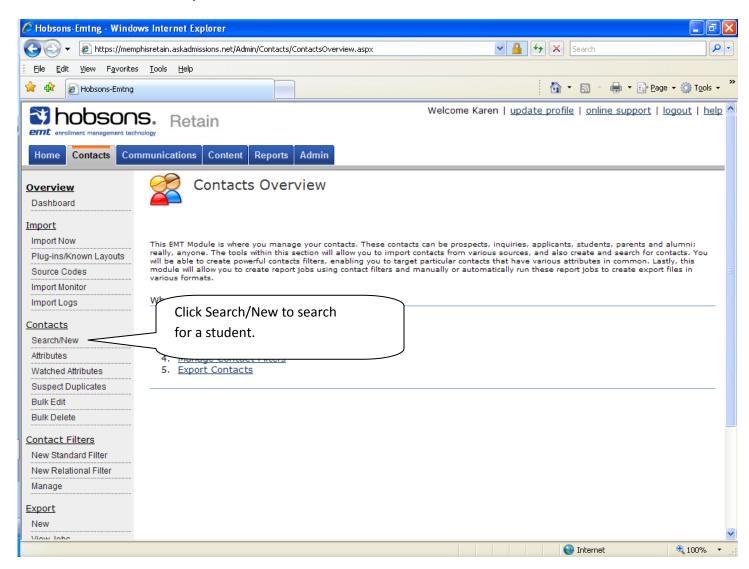
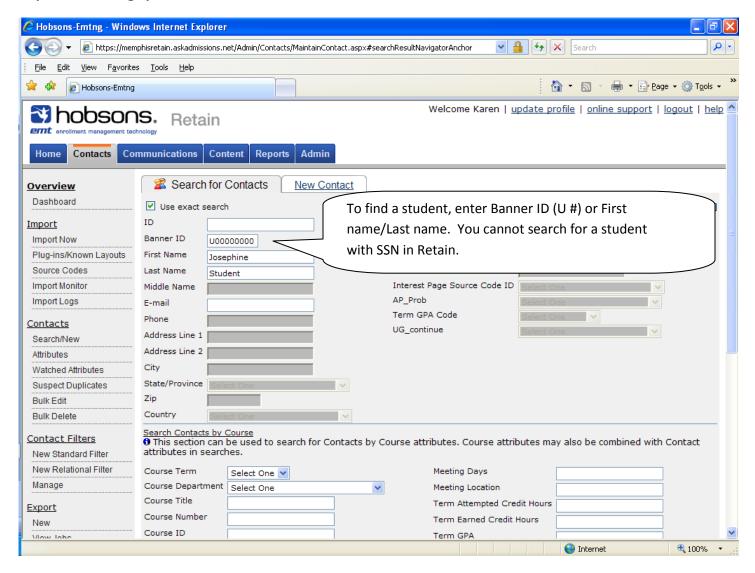
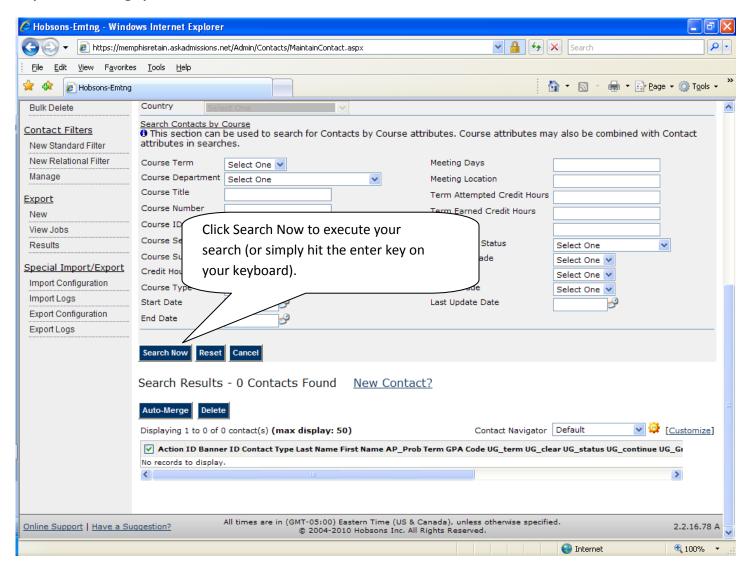
Once you are notified that students assigned to you (in SGAADVR) have an early alert (early intervention), please access True Blue Life in the myMemphis portal. Click True Blue Life (Admin) and navigate to the Contacts tab. Click on "Search/New"



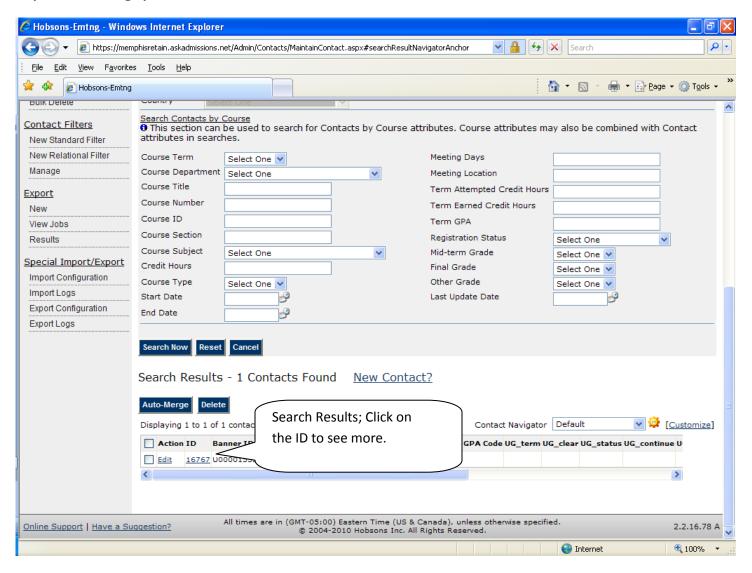
Find your student by submitting a Banner ID or First/Last name. You cannot search for a student with SSN in Retain.



Scroll down to the bottom of the form to find the Search Now button. Click to execute your search.



Search results may be found at the bottom of the page.



Alert information can be seen at the bottom of the student's record and by clicking on the Alerts tab (not shown here, but will be adjacent to the other tabs seen below).

