

Slide 1 - Slide 1

Skyward Educator Access Plus - Microsoft Internet Explorer

EDUCATOR ACCESS™ plus

User Name: **Joe Teacher** | [Login History](#) | [Print Queue](#) | [Exit](#)

510 - Student Information Report

Select **Web Access, Educator Access Plus, Teacher Access, My Gradebook.**

What is the Student Information Report?
This report provides an assortment of student information options including demographic, attendance history, discipline summary, course schedule, current and historical grades, standardized test score, course recommendation, and activity information.

Why would you use the Student Information Report?
To create a printed record of the student information as of a specific date.

Note: This information is available for viewing in Educator Access Plus if a printed or saved report is not necessary.

When would you use the Student Information Report?
Whenever a portable reference document of student information is needed.

Sidebar Navigation:

- ✖ Educator Access Plus
 - ✖ Teacher Access
 - My Gradebook
 - My Students
 - My Classes
 - My Lesson Plans
 - Post Daily Attendance
 - Teacher Access Tools
 - ✖ Student Services Access
 - Gifted And Talented
 - Student Services
 - ✖ Advisor Access
 - My Students
 - Advisor Access Tools
 - ✖ Administrator Access
 - Gradebook Tracking
 - Grade Posting Assistant
 - Student Search -
 - Student Search -
 - Athletic Eligibility
 - Secondary Progress
 - Standards Report
 - Standards Gradebook
 - Administrator Access

Right Side Content:

resources for your school.

[body@anyschool.com](#)

Slide 2 - Slide 2

Skyward Educator Access Plus - Microsoft Internet Explorer

Elementary School
Teacher: Joe Teacher

[Home Page](#) | [My Gradebook](#)

[View Tutorial](#)
[Enter a Customer Service Call](#)
[Print Queue](#) [Back](#)

Reports for All Classes ▼

100 Elementary School

Dept	Subject	Terms	Period	Days Meet	Class	Description	
1 - 4	1	MTWRF	2HOME / 01	2ND GRADE HOMEROOM		Standards Gradebook	
1 - 4	2	MTWRF	0002 / 1	2ND GRADE		Standards Gradebook	

Select a class,
click **Standards Gradebook**.

Slide 3 - Slide 3

Skyward Educator Access Plus - Microsoft Internet Explorer

Elementary School
Teacher: **Joe Teacher** Class: [0002 / 1 Prd:2 2ND GRADE](#)

[Home Page](#) | [My Gradebook](#) | **Main Screen** [View Tutorial](#) [Enter a Customer Service Call](#) [Print Queue](#) [Back](#)

Other Access ▾ | Classes ▾ | Events ▾ | Comments ▾ | Attendance ▾ | Grade Marks ▾ | **Reports ▾** | Display Options ▾ | Quick Scoring ▾ | Excel Export ▾

Students	Fri 07/06 Atnd	T1 Language A	T1 Math	T1 Science		T2 Science	T2 Behavior	T3 Language A	T3 Math
1 Burnell, Patrice	E-I	D	B	C	D				
2 Burnell, Savanna		D	B	C	D			D	B
3 Diessner, Shanie B		D	B	C	D			D	B
4 Pavek, Joseph		D	B	C	D			D	B
5 Ramadan, Shawn P		D	B	C	D			D	B
6 Rice, Tommy		D	B	C	D			D	B
7 Rosenthal, Katelyn		D	B	C	D			D	B
8 Schroeder, William		D	B	C	D			D	B

Attendance
Detail Report
Summary Report By Class

Gradebook
Grade Sheet Report
Progress Report
Event Listing
Standards Report Card
Missing Events
Progress Detail Report

Class Information
Class Roster
Student Information
Assignment Standards
Standard Scores by Assignment

Select the **Reports** button,
click **Student Information**.

Slide 4 - Slide 4

Skyward Educator Access Plus - Microsoft Internet Explorer

Print Queue Back to Gradebook

0002 / 1 Prd:2 2ND GRADE - Joe Teacher
Report: Student Information

Seq #	Report Template Name
900	Student Information Report

Print
Back
Add a new Template
View parameters of Template
Clone Template
Select Different Students

To create your own version of the report,
click **Add a new Template**.

Slide 5 - Slide 5

Skyward Educator Access Plus - Microsoft Internet Explorer

Print Queue Back to Gradebook

Select Parameters

10 - Sample

Options

☒ Student Profile Information ☒ Picture

☒ Family Member Information ☒ Emergency Contacts

☒ Use Mailing Address

☒ Attendance Totals

☒ Display Attendance for Term

Current Term : 04/02/07 - 07/30/07

☐ Display Attendance for Date Range

NOTE: Only current year attendance (08/01/2006 to 07/30/2007)

Start: Aug 01 2006 Tue, Aug 1 2006

End: Jul 30 2007 Mon, Jul 30 2007

☐ Print Only Attendance Totals

☒ Current Schedule

☒ Course Add/Drops

☒ Discipline Information

☒ Academic History

School Year: 2006 to 2007

☒ Current Grades

☒ Show Teacher Comments

☒ Test Scores

☒ Course Recommendations

☒ Activities

Save Undo Back

1) Select the **demographic** information to print.

2) To print **attendance** information, select either a specific **term** or a **date range**.

3) **Select** from the additional information types.

Note: You must identify the historical years to print grades if you have selected **Academic History**.

4) When complete, click **Save**.

Slide 6 - Slide 6

The screenshot shows the Skyward Educator Access Plus web application in a Microsoft Internet Explorer browser window. The page title is "Skyward Educator Access Plus - Microsoft Internet Explorer". The interface includes a navigation bar with a "Print Queue" link and a "Back to Gradebook" button. Below the navigation bar, there is a table of report templates and a list of action buttons. Three yellow callout boxes provide instructions: 1) Highlight the report that you wish to print. (pointing to the 'Student Information Report' row), 2) To run the report for only specific students in the selected class, click Select Different Students. (pointing to the 'Select Different Students' button), and 3) Click Print. (pointing to the 'Print' button).

Seq #	Report Template Name
10	Sample
900	Student Information Report

Teacher

Print

Back

Add a new Template

Rename Template

Modify parameters of Template

Delete Template

Clone Template

Select Different Students

1) Highlight the report that you wish to print.

2) To run the report for only specific students in the selected class, click Select Different Students.

3) Click Print.

Slide 7 - Slide 7

http://localhost/skyread/SKR172329EOGDNFNH31974.pdf - Microsoft Internet Explorer

1 / 17 79.1% Find

lserst03.p
03.07.02.01.00

Elementary School
Information Report

Date: 07/06/07
Time: 1:38 PM

Page: 1

Patrice Burnell Elementary School Grade 02



Profile Information

Address: 8310 County Rd
Somewhere, WI 12345

Birthdate: 08/08/99
Age: 7
Gender: Female
Language: ENGLISH
Student ID: 170000231
Internal ID: 10715

Entity: 100/Elementary School
Advisor:
Disc. Officer:

School Email:
Home Email:
Phone #: (123) 111-1111

Family Members

Relationship	Name	Phone #
Family 1		
FATHER	Mic Burnell	(123) 111-1111
MOTHER	Michelle Burnell	(123) 111-1111
Sibling	Savanna Burnell (Grade: 02)	
Sibling	Ivy Burnell (Grade: 01)	

Emergency Contacts

Relationship	Name	Address	Phone #
FATHER	Mic Burnell	Same as student	(123) 111-1111
MOTHER	Michelle Burnell	Same as student	(123) 111-1111

Attendance Detail

Date	Day	Parent Notify	-1-	-2-
07/06/07	Fri	Yes	E-I	E-I
07/02/07	Mon	Yes	E-I	E-I
06/29/07	Fri	Yes	E-I	E-I
06/28/07	Thu	Yes	E-I	E-I
06/27/07	Wed	Yes	E-I	E-I
06/26/07	Tue	Yes	E-I	E-I
06/25/07	Mon	Yes	E-I	E-I
06/11/07	Mon	Yes	S-S	S-S
06/05/07	Tue	Yes	E-I	E-I
05/30/07	Wed	Yes	E-I	E-I
05/18/07	Fri	Yes	E-F	E-F
05/15/07	Tue	Yes	E-I	E-I
04/09/07	Mon	Yes	E-I	E-I
04/04/07	Wed	No	E-I	E-I
07/06/07	Fri	Yes	E-I	E-I

This is a sample first page of a Student Information Report.

Slide 8 - Slide 8

http://localhost/skyread/SKR172329EOGDNFNH31974.pdf - Microsoft Internet Explorer

lserst03.p
03.07.02.01.00

Elementary School
Information Report

Date: 07/06/07
Time: 1:38 PM

Page: 2

Patrice Burnell

Elementary School

Grade 02

Attendance Detail

Date	Day	Parent Notify	-1-	-2-
06/28/07	Thu	Yes	E-I	E-I
06/27/07	Wed	Yes	E-I	E-I
06/26/07	Tue	Yes	E-I	E-I
06/25/07	Mon	Yes	E-I	E-I
06/11/07	Mon	Yes	S-S	S-S
06/05/07	Tue	Yes	E-I	E-I
05/30/07	Wed	Yes	E-I	E-I
05/18/07	Fri	Yes	E-F	E-F
05/15/07	Tue	Yes	E-I	E-I
04/09/07	Mon	Yes	E-I	E-I
04/04/07	Wed	No	E-I	E-I

Attendance Types

E : EXCUSED ABSENCE
S : SCHOOL RELATED

Attendance Reasons

I : ILLNESS
S : SPORTING EVENT
F : FAMILY/VACATION/FUNERAL/EMERG.

Days: 24 Periods: 48
Days: 2 Periods: 4
Days: 2 Periods: 4

Schedule

Term	Prd	Class	Description	Dept	Subj	Days	Room	Teacher	Credit
1-4	1	2ART/01	2ART			MTWRF		M Teacher	0.000
1-4	1	2HOME/01	2ND GRADE HOMEROOM			MTWRF		J Teacher	0.000
1-4	2	0002/1	2ND GRADE			MTWRF		J Teacher	0.000

Add/Drops

Eff Date	Class	Description	Type	Prev Term	New Term	Completed	Requested By
09/10/06	0002/1	2ND GRADE	Add	0-0	1-4	06/30/07	
09/10/06	2HOME/01	2ND GRADE HOMEROOM	Add	0-0	1-4	06/30/07	
09/05/06	2ART/01	2ART	Add	0-0	1-4	07/01/07	
09/10/06	0002/1	2ND GRADE	Add	0-0	1-4	06/30/07	
09/10/06	2HOME/01	2ND GRADE HOMEROOM	Add	0-0	1-4	06/30/07	
09/05/06	2ART/01	2ART	Add	0-0	1-4	07/01/07	

Discipline

Offense Action	Description	Parent Notify	Offense Date	Time	Location	Referred by	Officer	Entry Date	Time
04	LACK OF CLASS MATERIALS	yes	06/02/07	7:00 AM	CLASSROOM	TEACHER	Principal	07/06/07	1:22 PM
02	CONFERENCE WITH STUDENT	yes	07/06/07				Principal	07/06/07	1:23 PM

This is a sample second page of a Student Information Report.

Slide 9 - Slide 9

http://localhost/skyread/SKR172339KMSIKSJY31974.pdf - Microsoft Internet Explorer

1serst03.p
03.07.02.01.00 Elementary School
Information Report Date: 07/06/07 Page:3
Time: 3:15 PM

Patrice Burnell Elementary School Grade 02

Academic History

Entity	School	Year	Grade	Class	Description	Dept	Subj	Terms	Grades
101 River Waters Ele	2006	01	1ST/1	1st Grade				1-4	T1 : T2 : T3 : T4 : YR :
100 Elementary Schoo	2007	02	0002/1	2ND GRADE				1-4	T1 : T2 : T3 : T4 : FIN:
100 Elementary Schoo	2007	02	2ART/01	2ART				1-4	T1 : T2 : T3 : T4 : FIN:
100 Elementary Schoo	2007	02	2HOME/01	2ND GRADE HMRM				1-4	T1 : T2 : T3 : T4 : FIN:

Current Grades

Course	Section	Teacher	T1	T2	T3	T4	FIN
2ART	01	TEACHER					
2ND GRADE	1	TEACHER					

Comment: TERM 4 (04/02/07)

This is a sample third page of a Student Information Report.

This concludes the tutorial.

ot this term. I'm so pleased to have had with each and every student.

Test Scores

Test Date	Entity	Test	Edition	Level	Form	Test Name
07/06/07	100	DST1	2006	4th		DISTRICT TEST 1

Section: LAL - Spelling

Rows

(1) #1-10	5
(2) #11-20	6
(3) #21-30	1
(4) #31-40	9

Section: Reading - Reading

Rows

(1) RAW	9
(2) ADJ	10

Course Recommendations

Entity	School	Year	Course	Description	Course Length	Recommended By
100	2008		0003	3RD GRADE	YR = YEAR	Joe Teacher

Activities

Year : 2007	Code : SOC	Description : SOCCER
Start Date: 08/05/2006	End Date: 07/30/2007	Leader : Mike Teacher
Entity : 100	Type : Extra Curricular	Extra Curricular: Athletic
Community :		