

Enhanced Multi-Class Progress Report

1. Select Reports for All Classes
2. Choose Enhanced Multi-Class Progress Report

3. Add a new Template (if creating for the first time)
4. Name the Report
5. Save

**** Note****

After Report has been generated – Highlight Report and click to Modify parameters

Report: **Enhanced Multi-Class Progress Report**

Seq #	Report Template Name	Print
10	Student Grade Check	Print
900	Curr Term;No Count;Ungraded;Comments;Sig;Attn Totals	Add a new Template
910	Curr Term;No Count;Comments;Sig;Attn Totals	Rename Template
920	Curr Term;No Count;Ungraded;Comments;Sig;No Attn	Modify parameters of Template
930	Curr Term;No Count;Comments;Sig;No Attn	

6. Select Grading Term from the dropdown for grade check

7. Select the grade parameters for report

Choose the below Options for the Report and Save

Report Body

Fields to Print will need to be unchecked prior to placing a checkmark in Do Not Print Any Assignments or Categories

Classes to Print for Selected Students
 Only Print Classes Where I Am the Teacher
 Print All Classes

Assignments to Print
 Do Not Print Any Assignments or Categories
 Do Not Print Ungraded (*) Assignments

Assignment Date Order
 Ascending (Oldest to Newest)
 Descending (Newest to Oldest)

Category Options
 Display Category Totals
 Group Assignments by Category

Fields to Print
 Assignment Comments
 Missing Indicator and Reason
 Score Earned
 Special Codes
 Absences

Assignment Detailed Description
 Earned and Possible Points
 Grade Mark
 Special Codes Legend
 Absences Legend

Report Footer

Student Footer
 Display Signature Line

Class Footer
 Display Current Class Grade
 Display Missing Assignments
 Display Teacher's Log

Display Grades for [Previous Terms](#)
 Display Term Comments

8. Highlight report created

9. Select the Classes for the report

10. Print

Report: **Enhanced Multi-Class Progress Report**

Seq #	Report Template Name	Print
10	Student Grade Check	<input checked="" type="checkbox"/>
900	Curr Term;No Count;Ungraded;Comments;Sig;Attn Totals	<input type="checkbox"/>
910	Curr Term;No Count;Comments;Sig;Attn Totals	<input type="checkbox"/>
920	Curr Term;No Count;Ungraded;Comments;Sig;No Attn	<input type="checkbox"/>
930	Curr Term;No Count;Comments;Sig;No Attn	<input type="checkbox"/>

Terms	Period	Class	Description	Print
<input type="checkbox"/> 3 - 4	1	03900B / N02	ALGEBRAIC REASONING	<input type="checkbox"/>
<input type="checkbox"/> 3 - 4	2	03900B / N03	ALGEBRAIC REASONING	<input type="checkbox"/>
<input type="checkbox"/> 3 - 4	3	03900B / N04	ALGEBRAIC REASONING	<input type="checkbox"/>
<input type="checkbox"/> 3 - 4	4	03200B / N08	GEOMETRY	<input type="checkbox"/>
<input checked="" type="checkbox"/> 3 - 4	5	08M12B / TR5	FOOTBALL 10	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> 3 - 4	5	08M13B / TR5	FOOTBALL 11	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> 3 - 4	7	08M12B / 002	FOOTBALL 10	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> 3 - 4	7	08M12B / TR7	FOOTBALL 10	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> 3 - 4	7	08M13B / 002	FOOTBALL 11	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> 3 - 4	7	08M13B / TR7	FOOTBALL 11	<input checked="" type="checkbox"/>

Below is an example of the report of each student that is currently failing on the date the report is generated. The report lists only the failing classes with the teacher name, class period and the current grade.

PEARLAND HIGH SCHOOL

Multi-Class Progress Report for P5 (01/04/18 - 02/16/18)

Student: _____ Date: **02/07/18**

ID: _____

Class: **PHYSICS / 001** Period: **1** Teacher: _____

Current Class Grade: 53.00% / 53

Class: **CONST TECH II / 002** Period: **4-5** Teacher: _____

Terms 3 - 4 (01/04/18 - 05/31/18)

Current Class Grade: 69.00% / 69