SGR2091 - Elementary Grade Labels

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This report produces labels that list a courses, grades, and instructors for elementary students. You can also print grades for language arts and core averaging. Elementary skills-based courses are excluded from the report.

The labels are designed according to the Avery 6878 template, which is four labels per page, and each is 3.75" x 4.75".

Pass/fail indicator codes

- 00 - Not applicable
- 01 - The student passed the course and received credit.
- 02 - The student failed the course and received no credit (first occurrence this school year).
- 03 - The student failed the course and received no credit (second occurrence this school year).
- 04 - The student passed the course but received no credit due to excessive absences (first occurrence this school year).
- 05 - The student passed the course but received no credit due to excessive absences (second occurrence this school year).
- 06 - The student passed the course but received no credit because other parts of the course were missing.
- 07 - The student passed the course but received no credit because other parts of the course were taken but not passed.
- 08 - The student failed the course but received credit because other parts of the course were passed.
- 09 - The student's coursework is incomplete, and the student received no credit.
- 10 - The student passed the course but received no credit because the course was being repeated.
- 11 - The student failed the course and received no credit (third occurrence this school year).
- 12 - The student passed the course but received no credit due to excessive absences (third occurrence this school year).
- 13 - The student passed the non-high school course.
- 14 - The student failed the non-high school course.

Elementary:

- 01 - The student passed the course.
- 02 - The student failed the course.
- 00 - The student did not complete the course.

Run the report:

Parameter	Description
Ending School Year (YYYY)	Type the four-digit **ending** school year.

Parameter	Description
Campus ID (Blank for All)	Type the three-digit campus ID, or click ⋮ to select the campus. Leave blank to select all campuses in the district. **NOTE:** If you select to create the report for all campuses, any campuses excluded from district reporting (i.e., campuses that have the **Exclude from District Reporting** field selected on Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info) are not included in the report. However, you can generate the report for an individual excluded campus by entering the campus ID.
Grade Level (Blank for All)	Type the two-character grade level, click ⋮ to select the grade level, or leave blank to select all grade levels.
Exception Grade Level (Leave Grade Level Blank)	To print labels for all except one grade level, type the two-character grade level, or click ⋮ to select the grade level. Otherwise, leave blank. If using this option, leave the **Grade Level** parameter blank.
Attendance Track (Blank for All)	Type the two-digit attendance track. Leave blank to select all tracks.
Semester (1, 2, 3 =1&2, 4 = 3, 8 = 4, C =3&4, Blank for All)	1 - Select semester 1. 2 - Select semester 2. 3 - Select semesters 1 and 2. 4 - Select semester 3. 8 - Select semester 4. C - Select semesters 3 and 4. blank - Select all semesters.
Include Withdrawn Students (Y, N)	Y - Include withdrawn students. N - Do not include withdrawn students.
Include Withdrawn Courses (Y, N)	Y - Include withdrawn courses. N or blank - Do not include withdrawn courses.
Print Lang Arts and Core Avg Line (Y, N)	Y - Print the language arts and core average line. N - Do not print the language arts and core average line.
Student IDs (Blank for All)	Type the six-digit student ID number, including all leading zeros. Separate multiple IDs with a comma (e.g., 098321,096476). Or, click ⋮ to select the students. Leave blank to select all students.
Sort by Control Nbr (Y, N)	Y - Sort by control number then by last name. N - Sort by grade level then by last name.

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