



# SGR2091 - Elementary Grade Labels



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## **Grade Reporting > Reports > Grade Reporting Reports > Grades > SGR2091 - Elementary Grade Labels**

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
<b>Ending School Year (YYYY)</b>	Type the four-digit ending school year. For example, for the 2023-2024 school year, type 2024.
<b>Campus ID (Blank for All)</b>	Type the three-digit campus ID, or click  to <a href="#">select the campus</a> . Leave blank to select all campuses in the district.  <b>NOTE:</b> If you select to create the report for all campuses, any campuses excluded from district reporting (i.e., campuses that have the <b>Exclude from District Reporting</b> field selected on <a href="#">Registration &gt; Maintenance &gt; Campus Profile &gt; Campus Information Maintenance &gt; Control Info</a> ) are not included in the report. However, you can generate the report for an individual excluded campus by entering the campus ID.
<b>Grade Level (Blank for All)</b>	Type the two-character grade level, click  to <a href="#">select the grade level</a> , or leave blank to select all grade levels.
<b>Exception Grade Level (Leave Grade Level Blank)</b>	To print labels for all except one grade level, type the two-character grade level, or click  to <a href="#">select the grade level</a> . Otherwise, leave blank. If using this option, leave the <b>Grade Level</b> parameter blank.
<b>Attendance Track (Blank for All)</b>	Type the two-digit attendance track. Leave blank to select all tracks.
<b>Semester (1, 2, 3 =1&amp;2, 4 = 3, 8 = 4, C =3&amp;4, Blank for All)</b>	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.
<b>Include Withdrawn Students (Y, N)</b>	Y - Include withdrawn students. N - Do not include withdrawn students.
<b>Include Withdrawn Courses (Y, N)</b>	Y - Include withdrawn courses. N or blank - Do not include withdrawn courses.
<b>Print Lang Arts and Core Avg Line (Y, N)</b>	Y - Print the language arts and core average line. N - Do not print the language arts and core average line.
<b>Student IDs (Blank for All)</b>	Type the six-digit student ID number, including all leading zeros. Separate multiple IDs with a comma (e.g., 098321,096476). Or, click  to <a href="#">select the students</a> . Leave blank to select all students.
<b>Sort by Control Nbr (Y, N)</b>	Y - Sort by control number then by last name. N - Sort by grade level then by last name.



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