



Class Roster Extract

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This utility exports class roster information for the district or for a selected campus, and for one semester or all semesters. This extract conforms to the Data Management for Assessment and Curriculum (DMAC) layout.

Export data:

| Field | Description |
|--|--|
| Campus ID (Leave Blank For All) | Select the campus for which to extract data, or leave blank to extract data for the entire district. |
| Semester (Leave Blank For All) | Select the semester for which to extract data, or leave blank to extract data for all semesters. |

Click Run Extract.

A dialog box is displayed allowing you to open or save the file. Select the folder in which to save the file, and click Save.

When the process is completed, a message is displayed indicating the file name and number of entries extracted. Click OK.

A message is displayed asking if you want to print the report. Click Yes. Review, save, or print the report.



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