



ParentPortal Interim Progress Report

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This utility allows you to create and print Interim Progress Reports (IPRs) for students that will be available to parents/guardians electronically via ASCENDER ParentPortal. You can also view the most recent previously published IPR for that semester-cycle.

Only one record is created per student.

NOTE:

- If **Display Numeric Grades as Alpha** is selected on [Maintenance > Tables > Campus Control Options > Ranges & Conversions](#), numeric grades are displayed as their equivalent alphabetical grade.
 - Elementary credit level courses use [Maintenance > Table > Elementary > Core Grd Cvsn](#) and [Noncore Grd Cvsn](#) to convert grades.
 - High school credit level courses use the values under **Grade Conversion Information** on [Maintenance > Tables > Campus Control Options > Ranges & Conversions](#).
- The data in the **Comment Codes** and **Notes** columns for each course are entered by the instructor in TeacherPortal on Grades > IPR Comments. If **Comment Codes** are entered, a legend is included which decodes the specific codes selected for the student.
- If a posted grade exists in ASCENDER, it is used to select the students and is displayed in the **Curr Avg** column.
- If a posted grade does not exist in ASCENDER, the working cycle average in TeacherPortal is used to select the students and is displayed in the **Curr Avg** column.
- If neither a posted grade exists in ASCENDER nor a working cycle average in TeacherPortal, and if the course has an auto grade, the auto grade is used to select the students and is displayed in the **Curr Avg** column.
- IPRs are generated in the language (English or Spanish) specified for the parent/guardian in the **Language** field on [Registration > Maintenance > Student Enrollment > Contact](#).

Create IPRs:

☐ Click **Create IPR**.

Fields are displayed allowing you to specify criteria for generating and printing IPRs.

- Bold fields are required.

[Return To ParentPortal IPR Options](#)

Enter Criteria to Create IPR:

Ending School Year (YYYY)	<input type="text" value="2019"/>	
Campus ID	<input type="text"/>	<input type="button" value="..."/>
Attendance Track (Blank for all)	<input type="text"/>	
Grade Level (Blank for all)	<input type="text"/>	<input type="button" value="..."/>
Semester (1,2,3,4)	<input type="text"/>	
Cycle (1,2,3)	<input type="text"/>	
Address (S=Student,P=Parent)	<input type="text"/>	
Print Auto Grade	<input type="checkbox"/>	
Include Self Paced Courses	<input type="checkbox"/>	
Include Non Graded Courses	<input type="checkbox"/>	
Print Course Attendance	<input type="checkbox"/>	
Include only ADA Codes in Course Absences	<input type="checkbox"/>	
Print ADA Attendance Summary	<input type="checkbox"/>	
Tardy Period (Blank for all)	<input type="text"/>	
Student IDs (Blank for all)	<input type="text"/>	<input type="button" value="..."/>

Ending School Year	The ending year of the school year you are logged onto is displayed and cannot be changed.
Campus ID	Type the three-digit campus ID, or click to select the campus .
Attendance Track	Type the two-digit attendance track. Leave blank to select all tracks.
Grade Level	Type the two-character grade level, click to select the grade level , or leave blank to select all grade levels.

Semester	Type the one-digit semester. Valid semesters are 1 and 2. For a four-semester campus, valid semesters are 1, 2, 3, and 4.
Cycle	Type the one-digit cycle code.
Address	S - Print the student's address from Registration > Maintenance > Student Enrollment > Demo1 . If the report is run for the student's address, only one English language IPR is printed. P - Print the address for the guardian contact who has the lowest relationship code (e.g., 1). If the parent address is blank or no guardian contact exists, the student address is used. If you select P, an IPR is printed for each parent/guardian who is selected to receive mailouts on Registration > Maintenance > Student Enrollment > Contact . IPRs are printed in the language (English or Spanish) specified for the parent/guardian on the Contact tab.
Print Auto Grade	Select if you wish to print the value from the Auto Grd field in the district master schedule if a working cycle average does not exist for the course in TeacherPortal.
Include Self Paced Courses	Select if you wish to include self-paced courses. A self-paced course is included on the report if a semester average has not been posted for the course. <ul style="list-style-type: none"> • If the self-paced course has a working cycle average in TeacherPortal, the current average is displayed on the report. • If the self-paced course does not have a working cycle average or semester average, the course is included on the report with a blank current average.
Include Non Graded Courses	Select if you wish to include non-graded courses.
Print Course Attendance	Select if you wish to print course attendance for the selected semester-cycle.
Include only ADA Codes in Course Absences	Select if you wish to include only ADA codes. If not selected, all absence codes are included.
Print ADA Attendance Summary	Select if you wish to include the ADA Attendance section on the IPR. If selected, a row appears above the course information which provides counts of days present, days absent, and a breakdown of excused, unexcused, and tardies within the specified grading cycle. The counts are based on the number of membership days in the specified grade reporting cycle.
Tardy Period	Type the two-digit period to use for calculating tardies. If blank, all periods are considered when calculating tardies.
Student IDs	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.

Click **Create IPR**.

A list of students whose IPR was created is displayed.

Student ID	Name	Created On	Created By	Published
Campus: 001 Semester: 1 Cycle: 1				
312101	Abrams, D'Koven Dominic	09-26-2019		No View IPR
370382	Acevedo has more than 25 c, Nicholas hasmo	09-26-2019		View IPR
016582	Acosta, Levi Rene	09-26-2019		View IPR
370398	Acuna, Michael Rene	09-26-2019		View IPR
370374	Acvedo-DeLaGarza DeLaFuen, Sydney-DeLaGar	09-26-2019		View IPR
023937	Adame, Marcus Vincent	09-26-2019		View IPR
392153	Adame, Nathalia	09-26-2019		View IPR
091654	Adams, Alexander Daven	09-26-2019		View IPR
091488	Adams, Christopher Patrick	09-26-2019		View IPR
016988	Adams, Jarrett John	09-26-2019		View IPR

Showing 1 to 10 of 1,979 entries

- The **Published** field displays **No** until the IPRs are published.
- In the **Search** field, begin typing characters to retrieve only students whose name or ID *contains* the characters you typed.
- Click **View IPR** to view the report for each student.

The IPR opens in a separate window where it can be saved or printed.

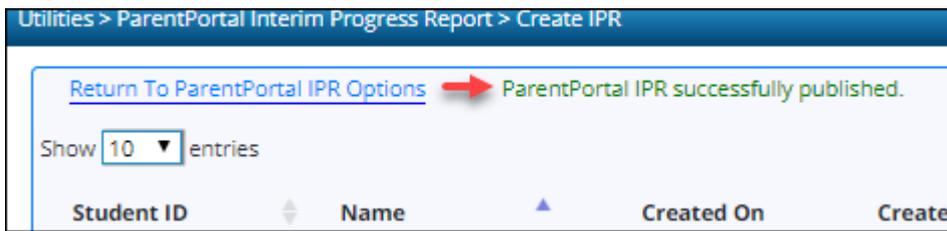
TXEIS ISD 001 School 4sem campus 09-12 83398 001 Street Alamo City, TX 47764		Student: 392153 Adame, Nathalia Grade: 09 Track: 01 Address: 120715 Herman J Lane Alamo City TX 46014		Sem: 1 Cyc: 1 Ctrl Nbr: 304 Sch Yr: 2018-2019 Dt: 9/30/2019			
ADA Attendance		Days Present: 43	Days Absent: 0	Excused: 0	Unexcused: 0	Times Tardy: 0	
Course Nbr	Course Title	Period	Teacher Name	Curr Avg	Overall Avg	Comment Codes	Notes
3111	Biology 1	01 - 01	WILSON, WESLEY	073			
5201	Spanish 1	02 - 02	JUAREZ, JUAN	085			
2201	Geometry	03 - 03	HAJDUK, JASON	074			
1101	English 1	04 - 04	MORENO, MARIBEL	083			
7507	Ath/Swim 1	05 - 05	BROWN-BUSTOS, BRANDON	100			
<p>Coding: NC - no credit due to excessive absences. I - is an Incomplete grade, assignment needs to be made up N/G - no grade earned, may not have had course previously. School website is: http://www.txeisisd.net/ - refer to website for information/upcoming school news. If you have a concern or question about the student's report card contact the school at 555-555-5555. 001 High School has achieved a State Accountability Rating of Met Standards for the 2016 - 2017 school year. Grade Level Classification for current high school students:</p>							

- Select **Publish ParentPortal IPR** once you are ready to post the IPR for the displayed students, and the **Publish** button appears. Click **Publish**.

NOTE: All retrieved IPRs are published, including those that are not displayed according to the **Search** field.

Once published, a link to the electronic version of the student's IPR is provided in ASCENDER ParentPortal.

A message at the top of the page indicates that the IPRs are published. The **Published** field is set to **Yes**.



Return To ParentPortal IPR Options Click to return to the main page.

View published IPRs:

Click **View Published IPR**.

Fields are displayed allowing you to specify criteria for viewing IPRs that were previously published.

- Bold fields are required.

[Return To ParentPortal IPR Options](#)

View Published IPR

Enter Criteria to View published IPR:

Ending School Year (YYYY)

Campus ID

Attendance Track (Blank for all)

Grade Level (Blank for all)

Semester (1,2,3,4)

Cycle (1,2,3)

Student IDs (Blank for all)

Ending School Year	The ending year of the school year you are logged onto is displayed and cannot be changed.
Campus ID	Type the three-digit campus ID, or click to select the campus .
Attendance Track	Type the two-digit attendance track. Leave blank to select all tracks.
Grade Level	Type the two-character grade level, click to select the grade level , or leave blank to select all grade levels.
Semester	Type the one-digit semester. Valid semesters are 1 and 2. For a four-semester campus, valid semesters are 1, 2, 3, and 4.
Cycle	Type the one-digit cycle code.
Student IDs	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.

Click **View Published IPR**.

A list of students whose IPRs have been published, according to the criteria specified, is displayed.

In the **Search** field, begin typing characters to retrieve only students whose name or ID *contains* the characters you typed.

Click **View IPR** to view the report for each student. The IPR opens in a separate window where it can be saved or printed.

Return To ParentPortal IPR Options



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