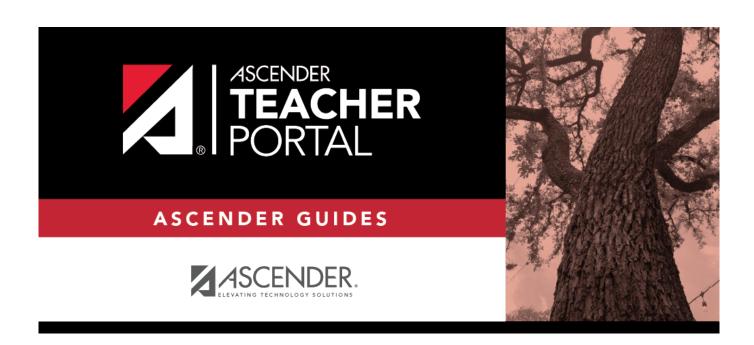
i



report_special_programs_body

Table of Contents

report_special_programs_bodyi

☐ Specify report options:

Semester	The current semester is displayed. You can select a different semester.						
Course-Section	Select the course-section for which to print the report. The drop down lists the two-digit period and course name. The course number and section number are in parentheses.						
As Of Date	Type a date in the MMDDYYYY format. Or, or click to select a date from the calendar.						
Viewing Options	View Student Names	Select to display the student names on the report. Otherwise, the names are not printed on the report, and students can only be identified by their student IDs. The student IDs are always displayed on the report.					
	View Current or	e:					
	All Course Section(s)		Select to narrow student data to only course-sections for the current semester-cycle.				
		All	Select to print student data for all course-sections.				
These options are disabled if you are logged on as an administrative							
	select Across Campus under Admin Options.						

Admin Options

These fields are only displayed if you are logged on as an administrative user:

Across

Select to view data for all courses across the campus. Otherwise, data **Campus** is only displayed for the selected course-section or for the impersonated teacher's courses.

If you are impersonating a teacher for whom no courses are defined, the message "No courses defined" is displayed at the bottom of the page, and the fields are disabled. However, once you select **Across Campus**, the message is removed because it may not apply to all teachers at the campus, and the fields are enabled.

View Without Course/Section & selected. Instructor in Grid **Format**

This field is enabled when **Across Campus** is

If selected:

If View Without Course/Section & Instructor in Grid Format is selected, the report data is displayed in a grid format, and the course-section and teacher are not displayed. The default sort is by student name; however, the grid can be resorted.

Sample:

	Student ID	Student Name	Special Program
- 1			
н			

If not selected:

If View Without Course/Section & Instructor in Grid Format is not selected, the report is grouped by course-section. The report is similar to the report for non-administrative users; however, the teacher is listed for each course-section. For non-administrative users, the teacher is listed once at the top of the report.

Sample:

Course Nbr-Sec Teacher Name

Student ID	Student	Grade	Special
	Name		Program

Course Nbr-Sec **Teacher Name**

Student ID Student

Grade Special Name **Program**

☐ Click **Generate**.

- The report opens in a new window, and you can print the report from that window.
- The report selection page remains open on your desktop.