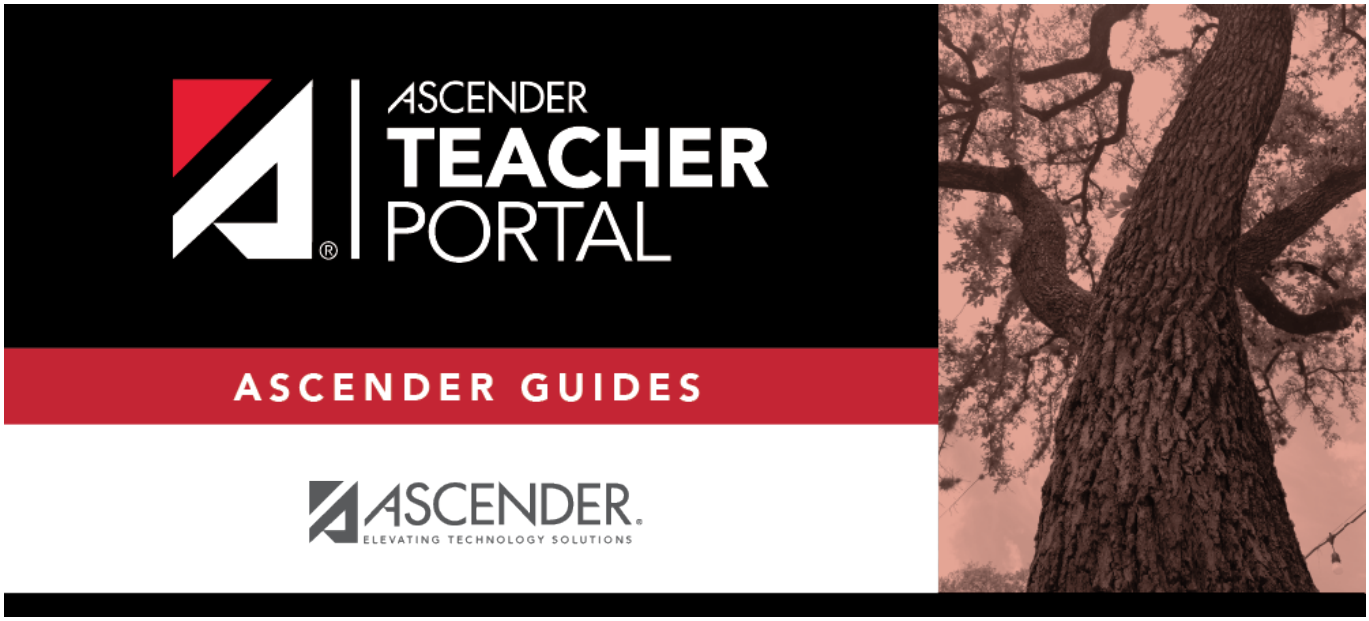


assignmentgradesstandardsbasedreportselection

Table of Contents

assignmentgradesstandardsbasedreportselection i
Assignment Grades Report (Standards-Based) 1

Assignment Grades Report (Standards-Based)

Reports > Assignment Grades Standards-Based

This report lists assignment grades (i.e., scores) and class averages for all students in a standards-based course according to options entered on this page. The overall class average is also displayed. The report can be exported as a spreadsheet.

Printing the scores is optional; you can also print the report with just the students' class averages.

> **NOTE:** If the report is too large to fit on one page, you must export the report in order to print the complete report. The **Export** button is available on the report. If you click **Print**, only the first page is printed.

X - indicates the assignment grade is excluded.
L - indicates the assignment grade is marked as late (but not excluded).
R - indicates the assignment grade is marked as re-do (but not excluded).
I - indicates the assignment is incomplete.
M - indicates the assignment is missing.

Generate the report:

❑ Specify report options:

Semester	The current semester is displayed. You can select a different semester.
Cycle	The current cycle is displayed. You can select a different cycle.
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.

Viewing Options	**View Assignments**	Select to print the individual assignments and current class average on the report. Otherwise, only the student's current class average is displayed.
	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	View Withdrawn Students	Withdrawn students are not automatically displayed. Select the field to display them. The message “W/D” and the withdrawal date or “Dropped” are displayed by the student's name. The withdrawal date may be the student's withdrawal date from school or his withdrawal date from the class.
Sorting Options	Indicate the field to sort the report by.	

❑ 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.