



extended_sub_studattendance_verify

Table of Contents

Create the following reports **in the applicable school year's data** to verify Summer Course Completion Data.

Grade Reporting > Reports > Create Grade Reporting Report

☐ Under **Demo 1** select any fields you'd like included on the report. It is recommended to include:

- Sch Yr
- Campus ID
- Student ID
- Last Name
- First Name

Under **Prior Year/Transfer Courses** select any fields you'd like included on the report. It is recommended to include all fields.

☐ Click **Create Report**

- Once the report opens users can:

Sort/Filter

☐ Sort Criteria

☒ Filter Criteria

☐	Column	Operator	Value	Logical
☐	School Yr	=	2026	AND
☐	CRS Special Consider	=	R	OR
☐	CRS Special Consider	=	DR	OR
☐	CRS Special Consider	=	RD	

- ☐ Select **Sort/Filter**
- ☐ Select **Filter Criteria**
- ☐ Click **Add Criterion**
 - From the **Column** dropdown select **School Yr**. **NOTE:** Be sure to select **School Yr** and not **Sch Yr**.
 - From the **Operator** dropdown select “=”
 - In the **Value** field enter the year of the submission.
- ☐ Click **Add Criterion**
 - From the **Column** dropdown select “**CRS Special Consider**”
 - From the **Operator** dropdown select “=”
 - In the **Value** field enter “**R**”
- ☐ Click **Add Criterion**
 - From the Logical dropdown on the previous row select “**OR**”
 - From the **Column** dropdown select “**CRS Special Consider**”
 - From the **Operator** dropdown select “=”
 - In the **Value** field enter “**DR**”.
 - Add another criterion using the same settings and enter “**RD**” in the **Value** field.
- ☐ Click **OK**

Users can use this list to verify students the CourseTranscriptExt entity data.

SRG7000 - Student Graduation Program Listing

District Administration

Date Run: 11:44 AM CDT

City/Dist: 001-608

Campus: 001

Student Graduation Program Listing

001 School

Sch Year: 20

Program ID: SRG2000

Page: 1 of 7

Student Name	Unique ID	Local ID	Grd Lvl	Sex	Race / Ethnicity	Ass. Of LDE	Diploma			Graduation Program		IGC Review	Associate Degree		Endorsements			
							Grad Dt	Grad Type	IGC Grad	Fin Aid	TX First Early HS	DLA Grad	FHSP Part	FHSP Distig Part	Est. Dt	Indicator	Earned Dt	Endmnt Status
ALLEN, BRADLEY L	392189622	005995	12	F	W	H	40	0			N	Y	N				MDS	P
Industry Based Certifications																		
							Cert	Result	Date Taken	Vendor Nbr	Exam Fee	Bg Check Cost						
							1033	02	05/01/20	740	\$10.00	\$0.00						
							990	01	04/09/20	1000	\$160.00	\$0.00						
							611	01	07/11/20	1160	\$50.00	\$50.00						
BELL, RODY	728132852	001330	12	M	WH	H	34	0			N	Y	N				MDS	P
BLACK, ERIC J	734397247	007271	12	F	WH	H	34	0			N	Y	N	Applied Arts (AAA)	07/01/20		MDS	P
BRADY, COREY J	242282354	005605	12	M	WH	H	34	0			N	Y	N				MDS	P

Run this report for grade levels 9-12.



Back Cover