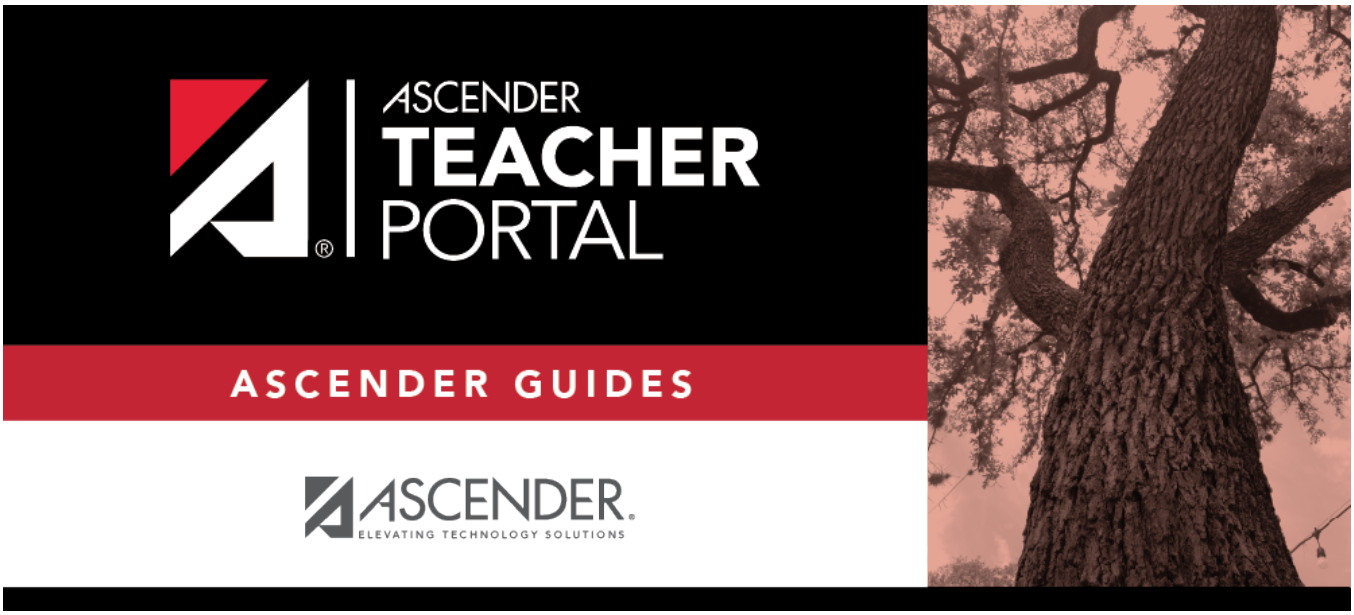

Missing Exam Grades

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Missing Exam Grades Report 1

Missing Exam Grades Report

Reports > Missing Exam Grades

This report lists students who are missing semester exam grades. The report can only be run for campuses that require exams and have enabled the option for exams for high school courses. Otherwise, the message “Report not applicable to this campus” is displayed.

District and campus administrative users have the option to view the grades for all courses across the campus.

Generate the report:

❑ Specify report options:

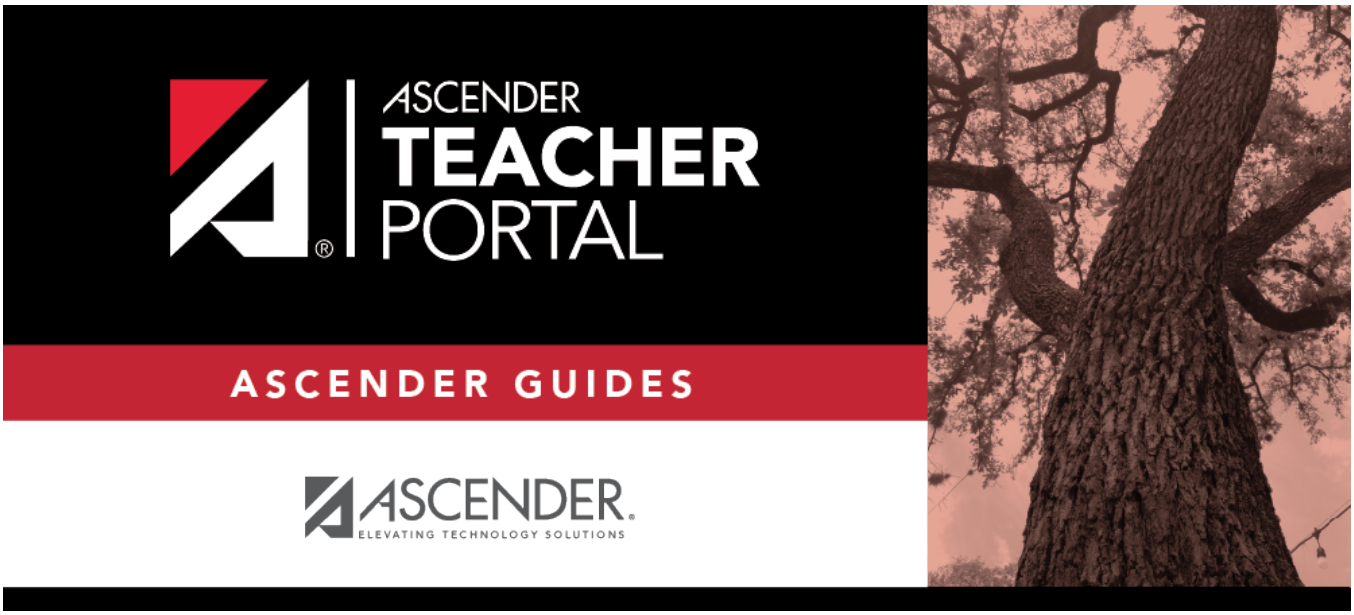
Semester	The current semester is displayed. You can select a different semester.

It is not necessary to click **Retrieve**.

❑ Under **Admin Options:**

❑ 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.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