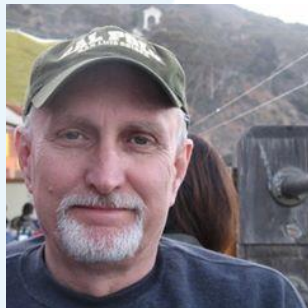




# Good Morning, Aeries!

## *Aeries Custom Reports (formerly Multi-Data Profile)*



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February 13, 2024



**Leeni Mitchell | Aeries Trainer**





# Good Morning, Aeries!

- *Session will last 30 – 45 minutes*
- *Show and Tell*
- *Casual*
- *Time for Q & A*
- *PPT & Recording Posted*



# NEED TO KNOW

- Navigating to Custom Reports
- Printing Options for Custom Reports
- Editing Existing Reports
- Creating Custom Report Items
- Creating Custom Reports and Color Layouts



# NICE TO KNOW

- How to Add Color Layouts to Custom Reports
- Security Settings for Custom Reports



# Navigating to Custom Reports

Aeries  
Student Information System

Search students...

Pages Reports Favorites

Filter Pages...

Supplemental Attendance

Scheduling Process

School Info

School Options

School Information

Calendar

Terms

District Student Lookup

Teachers

Staff

School Events

Send Emails

Colleges

Electronic Score Report Manager

School of Choice Management

Student Groups

View Logged In Users

Street Address Management

Portal Management

Configurations

District Settings

School Settings

Student/Parent Alerts

Configure Lunch Balance Notifications

Configure Vaccination Requirement

Course History Institutions

Custom Reports

2022-2023 Flex Soaring Eagle High School

Custom Reports

Custom Report Items Custom Reports Color Layouts

Edit Print

Name CELDT Scores

Color Layout CELDT Prof

Schools This report will be available to the following schools.

Primary

Elem w/MST

Secondary

Shared Yes. The following security groups can view this report.

Teachers

Items

| EL              | C-O-PL                          | C-O-SS                    | C-R-PL                          | C-R-SS                    | C-W-PL                          | C-W-SS                    | C-L-PL                      |
|-----------------|---------------------------------|---------------------------|---------------------------------|---------------------------|---------------------------------|---------------------------|-----------------------------|
| English Learner | CELDT Overall Proficiency Level | CELDT Overall Scale Score | CELDT Reading Proficiency Level | CELDT Reading Scale Score | CELDT Writing Proficiency Level | CELDT Writing Scale Score | CELDT Listening Proficiency |

Aeries  
Student Information System

Search students...

Pages Reports Favorites

Filter Pages...

Records Transfer (DATA)

Attendance Accounting

Grade Reporting

Supplemental Attendance

Scheduling Process

School Info

Aeries Analytics

Financials

Service Learning

District Assets

Teacher Emulation

View All Reports

View All Forms

Database Definitions

Aeries System Check and Utilization

Query

Alert Hub

Security

Log Out

IO Education assessments

2022-2023 Flex Soaring Eagle High School

Reports

All Reports Report History Custom Reports

Edit Custom Reports

Printing Options

Select Sections to Print (if not just a listing of all students):

Advanced Section Filter

Filter By

Teacher

Section

Period

Department

Room

Sections w/ Students

☐ Include Inactive Students

☐ Include Only Students With Data

☐ Show TST Grade

☐ Excel Format

☐ Display Column Number instead of Column Name

☐ Suppress Page Breaks

☐ Display Horizontal Lines

☐ Display Vertical Lines

☐ Alternate Column Shading

☒ Display Legends

Print Custom Report





# Printing Options for Existing Custom Reports

All Reports Report History Custom Reports

Edit Custom Reports

| ID | Name                                   | Report Name  | Owner | Shared Report |
|----|--|--------------|-------|---------------|
| 2  | CELDT Scores                           | CELDT Scores | admin | Yes           |
| 3  | College Readiness Test Scores          |              |       |               |
| 5  | ELs 3 or more Years in Program         |              |       |               |
| 4  | Smarter Balanced Assessment Consortium |              |       |               |
| 1  | Students in Programs                   |              |       |               |

Existing Custom Reports

| EL              | C-O-PL                          | C-O-SS                    | C-R-PL                          | C-R-SS                    | C-W-PL                          |
|-----------------|---------------------------------|---------------------------|---------------------------------|---------------------------|---------------------------------|
| English Learner | CELDT Overall Proficiency Level | CELDT Overall Scale Score | CELDT Reading Proficiency Level | CELDT Reading Scale Score | CELDT Writing Proficiency Level |

Fields in report

Printing Options

Select Sections to Print (if not just a listing of all students):

Advanced Section Filter

Filter By

Teacher

Section

Period

Course

Subject Area

Department

Room

☐ Sections w/ Students

Filters for students

Report Layout Options

☐ Include Inactive Students

☐ Include Only Students With Data

☐ Show TST Grade

☐ Excel Format

☐ Display Column Number instead of Column Name

☐ Suppress Page Breaks

☐ Display Horizontal Lines

☐ Display Vertical Lines

☐ Alternate Column Shading

☒ Display Legends



# Custom Reports – Item Types

- **Table-Field Value**
- **TST Table Scores**
- **CST Table Scores (strands)**
- **CST Table Scores (college)**

Custom Report Items do not need to be created for Teachers, Subjects, Department Codes, Courses, Sections or Periods. When the custom report is generated, these options will be available for selection to be included on the report.



# Editing & Creating Custom Report Items

Custom Reports

Custom Report Items

Custom Reports

Color Layouts



Custom Report Items

+ Add New Report Item

CTS Table Score (college)

ACT-Cmp

ACT-Eng

ACT-Mth

ACT-Rdg

ACT-Sci

PSAT-Mth

PSAT-Rdg

PSAT-Tot

PSAT-Wrt

SAT-Mth

SAT-Rdg

Edit

Print

Name

CELDT Scores

Color Layout

CELDT Prof

Schools

This report will be available to the following schools.

Elementary

Elem w/MST

Secondary

Shared

Yes. The following security groups can view this report.

Teachers

Items

| EL              | C-O-PL                          | C-O-SS                    | C-R-PL                          | C-R-SS                    | C-W-PL                          | C-W-SS                    | C-L-PL                            | C-L-SS                      | C-S-PL                           | C-S-SS                     |
|-----------------|---------------------------------|---------------------------|---------------------------------|---------------------------|---------------------------------|---------------------------|-----------------------------------|-----------------------------|----------------------------------|----------------------------|
| English Learner | CELDT Overall Proficiency Level | CELDT Overall Scale Score | CELDT Reading Proficiency Level | CELDT Reading Scale Score | CELDT Writing Proficiency Level | CELDT Writing Scale Score | CELDT Listening Proficiency Level | CELDT Listening Scale Score | CELDT Speaking Proficiency Level | CELDT Speaking Scale Score |





# Creating Custom Reports

Custom Report Items

Custom Reports

Color Layouts

Save

Cancel

Name

(This field will display as column header. Max number of characters allowed is 20.)

Description

Item Width

0.39

Type

Table-Field Value

Table

ACR - Alternate Course Requests

Field

SC - School

Filter By


Enforce Security

☐

(If checked, only users with the appropriate permission can view this item.)

Save

Cancel

 Custom Report Items do not need to be created for Teachers, Subjects, Department Codes, Courses, Sections or Periods. When the custom report is generated these options will be available for selection to be included on the report.



# WHERE TO GO

## Custom Reports Videos:

<https://support.aeries.com/support/solutions/folders/14000116336>

## Custom Reports Documentation:

<https://support.aeries.com/support/solutions/folders/14000116288>





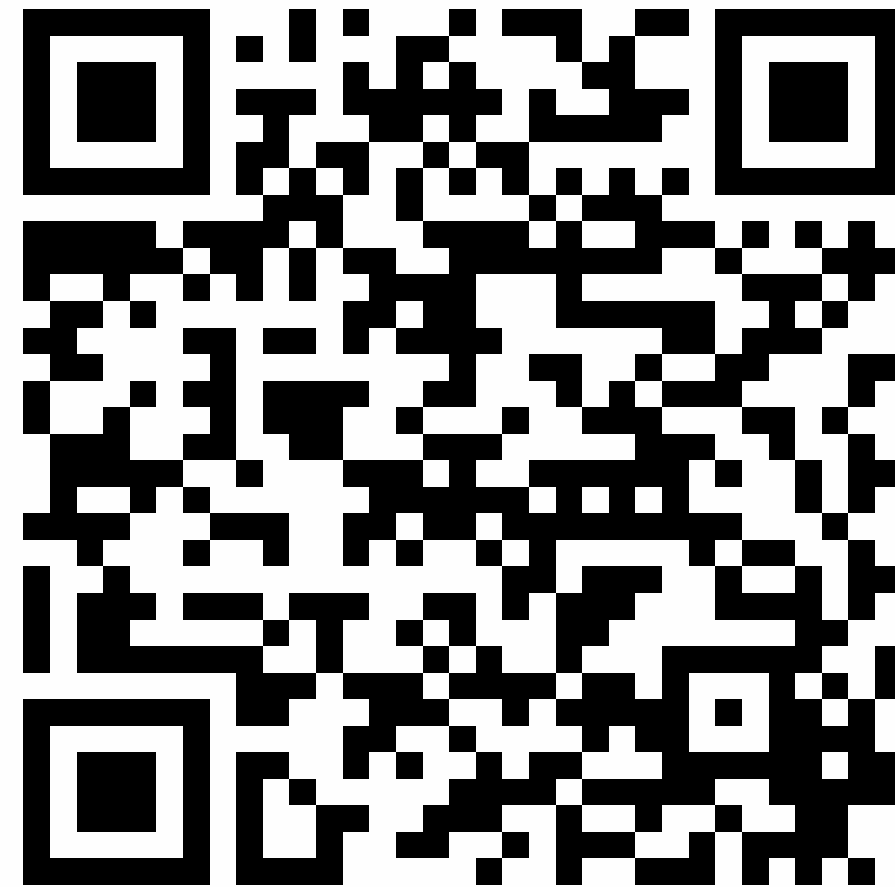
# THANK YOU!

*If you need full Aeries training, send email to  
[training@aeries.com](mailto:training@aeries.com)*





# Feedback:



<https://survey.alchemer.com/s3/7443595/Aeries-Training-Survey>