

### Session 455 Alternative School Attendance & Grade Reporting

### Presenter: Michele Sullivan, Support Escalations

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### <u>Alternative School</u> <u>Configuration</u>

- School Options
- Bell Schedule
- Block Schedule
- Attendance Codes
- Teacher Portal Attendance
- Attendance Reports

### Grades/Transcripts in Alt Ed

- Grades
- Issue Credits on Classes
- Initializing Grades

### **School Options**

School Op	tions									🖋 Edit
Code		School Name		Area	Telephone	Fax	Open Date	(	Close Date	Tag
995	Aeri	es Continuation S	chool	999	5559995					
	Street Address		City		State	Zip	Extn	Cour	itry	DNR
	6565 Talon Way		Eagle P	oint	CA	95995		US	3	
Principo	al's Name	Signature	Email Address	ID Type	County	District	School	Charter	Next Stu	dent ID
Dr Sam	uel Davis			1	65	99999	9999995		0	6
Low Grade	High Grade	Attendance F	Period	All Day Attendance	Management	Prin	nary ADA Time	Secondary	ADA Time	Tracks
9	12	0								0
		School We	bsite				Short	Name		
User1	User2		User3	User4	User5		User6	User7	U	lser8
Schedul	ing Type	Use Staff I	n Sections	School Cat	tegory		Utilize A/B Days		Session	Туре
Second	dary (0)	N	0			Do	n't use A/B Days (0)		Regula	ar (0)
At	† Туре	Att	Reporting		Schedule Basis			Education T	уре	
Per	riod (1)	P	ositive (1)		Semester (0)			Alternative	Ed (1)	
Port	al Confirmation Email	Address	Next Year	r Start Date	Auto As	sign Teacher Nu	imber	College B	oard School Co	de
[	DoNotReply@aeries.	com				No				

The Attendance Type MUST be Period and the School Type MUST be Secondary.

### Bell Schedule

• The **Bell Schedule** periods should be set with the correct instructional minutes offered in each period. **Not to exceed 60 minutes per period**. It is very important that these times are correct, including the AM/PM. This will be the key to getting correct hours per student on the **Hourly Attendance Report**.

Default Bell	Schedule		
	Period	Start Time	End Time
	0	7:05 AM	7:55 AM
	1	8:00 AM	8:50 AM
	2	8:55 AM	9:45 AM
	3	10:05 AM	10:55 AM
	4	11:00 AM	11:50 AM
	5	12:25 PM	1:15 PM
	6	1:20 PM	2:10 PM
	7	2:15 PM	3:05 PM
	8	3:10 PM	4:00 PM
	9	4:05 PM	4:55 PM

Term	Starting Date	Ending Date	
1	7/5/2021	10/15/2021	_
2	10/18/2021	12/22/2021	
3	1/3/2022	3/25/2022	
4	3/28/2022	8/5/2022	
F	7/5/2021	12/22/2021	
S	1/3/2022	8/5/2022	
Y	7/5/2021	8/5/2022	

#### Terms/Calendar

Make sure to enter **Terms** based on the schedule basis of Semester or Trimester.

If the options are set to Semester, you should have 1, 2, 3, 4, F, S, and Y. If the options are set to Trimester, you should have 1, 2, 3, and Y.

The starting and ending dates **must** be valid school dates in the calendar.

### **Custom Bell Schedule**

The Regular Day Schedule is set up in the School Options and is referred to as the Default Bell Schedule.

If you have a custom bell schedule this should be set up with the Bell Scheduler form.

For example: Minimum Day Schedule. This option controls the time the class meets.

	uarer																			
Bell Sch	edules				в	ell Sc	hed	ule D	etail	s		s	ch	edı	le		💙 Sho	w Only Pe	riods 👩	Add
ey Type	Title					Key		Туре			Title			Per	Seq	Туре	Description	Starts At	Ends At	Tim
2 M	Minimum Day					2	M -	Minimu	m Day	Mi	nimum Day	10		0	1	С	Period 0	7:25 AM	7:55 AM	0:30
3 S	Short/Conf Da	iy			Sto	art Time	End T	ime St	ort Pd	Tot Pd	is Pass Time	٢								
4 A	Assembly Day				7:	25 AM	1:40	PM	0	10	5	6	0	1	1	C	Period 1	8:00 AM	8:30 AM	0:30
					Bre	ak# Le	nath I	Before P	OR A	ter Pd	Description		-	2	1	C	Period 2	8-35 AM	9.05 AM	0.3
						1	30		6	5	Lunch	đ		-		-		3		
						2						٥	•	3	1	С	Period 3	9:10 AM	9:40 AM	0:30
						3							•	4	1	с	Period 4	9:45 AM	10:15 AM	0:30
						Instruct	tional 1	lime		Total	Time		•	5	1	С	Period 5	10:20 AM	10:50 AM	0:30
						5:00 (30	00 Min	utes)	6:15	5 (375	Minutes)	1		6	1	С	Period 6	11:25 AM	11:55 AM	0:30
						Add (	Chang	e Del	ete /	Make	Schedule	٥	0							
												٥	•	7	1	С	Period 7	12:00 PM	12:30 PM	0:30
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The Block Schedule Calendar controls the days the class meets.

# Block Schedule

The **Block Schedule Calendar** controls the periods that meet on a certain day.

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	Thursday	7/9/2020		<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>											
	Friday	7/10/2020		<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>											
	Monday	7/13/2020		<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>											
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1	Monday	7/20/2020		<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	<b>~</b>	✓	<b>~</b>	<b>~</b>	<b>~</b>											
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	Allan A	bbott ~	Э								
	Student ID				99500	0001 Grad	de				11
20	State Student	ID			0099500	0001 Age					18
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Attendo M Date A Q 07/05 Q 07/12 Q 07/12 Q 07/19 Q 07/26 Q 08/02 Q 08/09 Q 08/16	tonday 0123456789 ТР ТРРААА РРРРРР РРРРРР РРРРР- РРРРР-	Date A 007/06 007/06 007/13 007/20 007/27 008/03 008/10 008/17	Тиезday 0123456789 РР АААААА РРРРРР РРРРРР РАРАР- РРРРР- ААААА-	Date         A           0 07/07         0           0 07/14         0           0 07/21         0           0 07/28         0           0 08/04         0           0 08/04         0           0 08/11         0	Vednesday           0123456789           TPAAAA           TPPAAAA           TPPDPP           PPPPPP           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-	Dote         A           0 07/08         0           0 07/15         0           0 07/22         0           0 07/22         0           0 07/22         0           0 08/05         0           0 08/05         0           0 08/12         0           0 08/19         0	Тнигэdау 0123456789  ТАРАРА РРРРР- РРРРР- РРРРР- РРРРР- РРРРР- РРРР-	Date         A           0 07/09         0           0 07/16         0           0 07/23         0           0 07/30         0           0 08/06         0           0 08/06         0           0 08/20         0	ridoy 0123456789 ТР <mark>АААА</mark> Р <mark>АРАРА</mark> РТРДОР РРРРРА РРРРА РРРАРА РРРАА-	Î	
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N           Date         A           0 07/05         0           0 07/05         0           0 07/05         0           0 07/12         0           0 07/12         0           0 07/12         0           0 07/12         0           0 08/02         0           0 08/02         0           0 08/16         0           0 08/23         0           0 08/30         0	Ince Caler           0123456789           TP           TPPAAA           PPPPPP           PPPPPP           PPPPPP           PPPPP-           TPPAPP           PPPPP-           TPPAPP           PPPPP-           TPPAP-	Date         A           0 07/06         0           0 07/06         0           0 07/06         0           0 07/07         0           0 07/27         0           0 08/10         0           0 08/11         0           0 08/12         0           0 08/12         0	Тиезday 0123456789 PP РРРРРР РРРРРР РРРРРР РАРАР- РРРРР- ААААА- ТРРАА- РРРАР-	Date         A           0 07/07         0           0 07/07         0           0 07/14         0           0 07/14         0           0 07/21         0           0 07/28         0           0 08/10         0           0 08/11         0           0 08/12         0           0 08/12         0           0 08/12         0           0 08/12         0           0 08/12         0	Wednesday           0123456789           TPAAAA           TPAAAA           TPPAPP           PPPPP           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PAAP-           PPPPP-	Date         A           Q-07/88         Q           Q-07/87         Q           Q-07/87         Q           Q-07/27         Q           Q-07/27         Q           Q-07/27         Q           Q-07/27         Q           Q-07/27         Q           Q-07/27         Q           Q-08/102         Q           Q-08/102         Q           Q-08/102         Q           Q-08/202         Q	Thursday           0123456789           TAPAPA           PPPPP           PPPPPP           PPPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPPP-           PPPP-           PPPP-           PPPP-           PPPP-           PPPPAP-           PPPAP-           PPPAP-           PPPAP-           PPPAP-           PPPAP-           PPPAP-           PPPAP-           PPPAP-           PPPAP-           PPPAP-	Date         A           0 07/09         0           0 07/10         0           0 07/13         0           0 07/13         0           0 07/13         0           0 07/13         0           0 07/13         0           0 07/13         0           0 08/06         0           0 08/06         0           0 08/13         0           0 08/20         0           0 08/27         0           0 09/03         0	ridoy 0123456789 ТРАААА РАРАРА РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР РТРООР	Î	
N           Date         A           0 67/65         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 67/12         0           0 68/20         0           0 88/30         0           0 89/86         0	апсе Caler апдау 0123456789 ТР ТРРААА РРРРРР РРРРР РРРРР РРРРР- ТРРАР- ТРРАР- НОLIDAY	Date         A           07/96         A           07/96         07/96           07/97/29         08/93           087/21         088/21           088/12         088/31           088/31         099/97	Тиезday 0123456789 PP АААААА PPPPPP PAPAP- PPPPPP ААААА- TPPAA- PPPAP- AAAAA- PPPAP-	Date         A           0 07/07         0           0 07/07         0           0 07/12         0           0 07/21         0           0 07/21         0           0 07/21         0           0 07/21         0           0 07/21         0           0 07/21         0           0 07/21         0           0 08/12         0           0 08/12         0           0 09/08         0	Wednesday           0123456789           TPAAAA           TPAAAA           TPPDPP           PPPPP-           PPPPP-           PPPPP-           PPPPP-           AAAA           AAAAA	Dote         A           Q 70768         Q           Q 70703         Q           Q 7072         Q           Q 7072         Q           Q 80702         Q           Q 88/10         Q           Q 88/12         Q           Q 88/26         Q           Q 99/02         Q           Q 99/02         Q	Thursday           0123456789           ТАРАРА           РРРРР           РРРРРР           РРРРРР           РРРРР           РРРРР           РРРРР           РРРРР           РРРРР           РРРРР           РРРРА           РРРА           РРРА           РРРА	Date         A           Q7090         07090           Q7740         0           Q7740         0           Q8743         0           Q8743         0           Q88/20         0           Q88/20         0           Q88/20         0           Q98/20         0           Q99/20         0           Q99/20         0	ridoy 0123456789 ТРАААА РАРАРА РТРООР РРРРРА РРРРА РРРА	Î	

# Attendance Codes

For Continuation School/Community Day School you will need to define a minimum of:

A - Absent

T - Tardy

P - Present

S -Suspended

#### Update Absence Codes

	-		
I.	ILLNESS	ILL	
К	IN SCH SUS	ISS	
Ν	ID STD INC	ISU	
0	OTHER	ОТН	
Ρ	PRESENT	PRS	
Q	ID STD COM	ISC	
S	SUSPENDED	SUS	
т	TARDY	TDY	
U	UNEXCUSED	UNX	
V	ACTIVITY	ACT	
W	VER TRUANT	TRU	
х	EXCUSED	EXC	
Y	TDY TRUANT	ттт	

Update Attendance Code	Type of Attendance
Code Description Abbreviation	Unverified absences usually code "A"
S SUSPENDED SUS	Tardy to class usually code "T"
Count for ADA	Present in class (positive attendance)
Show on letters	Excused absence - verified
Show on grades	Unexcused absence - verified
Send to Dialer	Excused tardy – verified
Print on Reports	Unexcused tardy - verified
Suspension	Verified NOT ABSENT. Examples are school activity, independe
Partial Day > 30 Minutes Truant	study, home study, etc.
Temporarily Not Enrolled	
Not Independent Study	
In Person Only	

Chanae

Delete

Print

More information on Absence Codes are available at the following link: Absence Codes.

## Teacher Portal Attendance

For positive hourly attendance, you need to mark all students absent, present, tardy, etc leaving <u>no blanks</u>.

This is the required process for taking hourly attendance.

С	lass Atte	endance	è							
7/	/22/2022	▼ Perioc	11 (08:00 AM - 08:5	0 AN	1) 🔻	Mark U	nm	arked	l Studer	nts as Present
Ν	Nass Apply	/								
ι	J.S. Hist	ory (10	0)							
	Stu ID		Name	Grd	Prgm	Lang Flu	Ρ	A	т 7/22	7/21 7/2
1	99500009	â <u>31</u> ≜≡	Banach, Pat	10				<b>~</b> [	Α	
2	99500018	â <u>31</u> 🏭	Black, Alfred	12					и Т	
3	99500050	â <u>31</u> 🏝	Colton, Kaycie	11						
4	99500059	â <u>31</u> 🏭	Cowart, Greg	11						
5	99500087	â <u>31</u> 🏭	Ferris, Jonathan	11				<b>~</b> (	Α	
6	99500114	â <u>31</u> 🍋	Hall, Trevor	11						
7	99500120	â <u>31</u> 🎫	Hersom, Eric	10						
8	99500126	â <u>31</u> 🏭	Holm, Brandon C.	11						
9	99500139	â <u>31</u> 🏝	Johnson, Michael	12						

#### Mark remaining students present See <u>Portal Options</u> for detailed information.

Attendance Cod	es		✔ Require clicking the 'Attendance Complete' button to Complete taking attendance
Description	Code	Allow Mass Apply?	CLock Teacher Attendance for a class after the teacher clicks the 'Attendance
Unverified Absent (usually "A")	Α		Complete' button When this option is on, the Attendance to be Taken (Marked as Complete) by Section option will also be enabled.
Tardy (usually "T")	Т		Custom text for 'Attendance Complete' button
Present (usually "P")	Р		All Remaining Students Are Present
Additional Att Code 1			Allow teachers to take Multi-School Attendance
Additional Att Code 2			✓ Allow teachers to Mass Apply Absence Codes
Additional Att Code 3			Allow teachers to Mass Apply Quick Attendance Notes           Display Student Wellness Information on the Teacher Attendance Page

# Adding Attendance by Student

Positive attendance is supposed to be taken every hour the student attends class.

If attendance needs to be populated by student you can click on that period and populate the attendance code.

The All Day code does not apply for Hourly Attendance.

General
11
18
Male
2/5/2004

#### Attendance

Update ATT Data

Quick Print | Print Attendance Notes

AbsLtr: 0 Date: TdyLtr: 0 Date:

#### Attendance Calendar

Monday		Tuesday		Wednesday	٦	Thursday	Friday			
0123456789	Date A	0123456789	Date A	0123456789	Date A	0123456789	Date A	0123456789		
T P	Q 07/06	P P	Q 07/07	τρααα	Q 07/08		Q 07/09	τρ <mark>αααα</mark>		
τρρ <mark>ααα</mark>	Q 07/13	ΑΑΑΑΑ	Q 07/14	τραάαα	Q 07/15	T <mark>AP</mark> APA	Q 07/16	P <mark>A</mark> P <mark>A</mark> PA		
PPPPPP	Q 07/20	PPPPP	Q 07/21	TPPDPP	Q 07/22	PPPPP-	Q 07/23	PTPDDP		
PPPPP	Q 07/27	PPPPP	Q 07/28	PPPPP	Q 07/29	PPPPP	Q 07/30	P P P P P <mark>A</mark>		
PPPP-	Q 08/03	P <mark>A</mark> PAP -	Q 08/04	PPPP-	Q 08/05	PPPPP -	Q 08/06	PPP <mark>A</mark> P -		
PPPP-	Q 08/10	PPPPP-	Q 08/11	PPPP-	Q 08/12	PPPPP -	Q 08/13	PP <mark>A</mark> PA -		
	Q 08/17	ΑΑΑΑΑ-	Q 08/18	PP <mark>AA</mark> P -	Q 08/19	P P P <mark>A</mark> P -	Q 08/20	PPPP <mark>A</mark> -		
T P P <mark>A</mark> P -	Q 08/24	TPP <mark>AA</mark> -	Q 08/25	PPPP-	Q 08/26	PPPPP-	Q 08/27	PPPPP		
	Q 08/31	PPP <mark>A</mark> P -	Q 09/01	AAAAA -	Q 09/02	PPP <mark>A</mark> T -	Q 09/03	PPPP-		
HOLIDAY	Q 09/07	AAAA-	Q 09/08	ΑΑΑΑΑ-	Q 09/09	PPPP <mark>A</mark> -	Q 09/10	ΑΑΑΑΑ-		
PPP <mark>AA</mark> -	Q 09/14	PPP <mark>AA</mark> -	Q 09/15	ΑΑΑΑΑ-	₽ 09/16 S	SSSSS	₽09/17 S	SSSSS		
	Fill Pe	riods:								
All day code will g	jo in every per	iod the student h	as classes.	•						
	Aonday           0123456789           TP           TPPAAA           PPPPPP           PPPPPP -           PPPPPP -           TPPAPP -              TPPAPA -           NOLIDAY           PPPPA -	Aonday         Date         A           0123456789         Date         A           TPP         07/06         07/06           TPPAAA         07/13         0           PPPPPP         07/27         0           PPPPPP         08/03         0           PPPPPP         08/17         0           PPPPPP         08/24         0           TPPAPA         08/31         0           HOLIDAY         09/07         0           PPPPAA-         08/14         0	Monday         Tuesday           0123456789         Date         A         0123456789           TP	Annaday         Tuesday           0123456789         Date         A         0123456789         Date         A           TPP         07/06         PP         07/07         P           TPPAAA         07/13         AAAAAAA         07/14         P           PPPPPP         07/20         AAAAAAA         07/12         P           PPPPPP         07/20         P         PPPPPP         07/21         P           PPPPPP         08/727         P         PPPPPP         08/04         P           PPPPPP         08/04         PPPPPP         08/04         P         P         08/04         P           PPPPP         08/10         P         PPPPP         08/14         P         08/14         08/14         P           TPPAP         08/24         PPPAP         08/04         P         09/04         09/04         09/04         P           HOLIDAY         09/04         PPPAA         09/14         PPPAA         09/15         P	Monday         Tuesday         Wednesday           0123456789         Date         A         0123456789         TPAAAA           TPPAAA         007/07         0         07/07         C         TPAAAA         07/07         C         TPAAAA           PPPPAAA         007/13         C         AAAAAAA         07/14         C         TPAAAA           PPPPPP         007/27         C         PPPPPP         07/28         PPPPPP         PPPPP           PPPPPP         08/07         C         PPPPPP         08/07         C         PPPPP           PPPPP         08/17         C         AAAAA         08/18         PPPAPP         PPPAPP            08/17         C         AAAAA         08/18         AAAAA         PPPPA           HOLIDAY         09/07         AAAAA         O9/08         AAAAAA         O9/14	Monday         Tuesday         Monday         Note of the state of the s	Monday         Tuesday         Monday         Note of a state of a stat	Monday         Tuesday         Tuesday         Tuesday         Tuesday         Date         A         0123456789         Date         A           TPPAAA         097/07         0         07/07         0         7PAAAA         097/15         0         7APAPA         097/07         0         097/07         0         7APAPA         097/16         0         7APAPA         097/16         0         097/16         0         097/16         0         097/17         0         097/17         0         097/17         0         097/27         0         097/27         0         097/28         0         PPPPPP         097/27         0         097/27         0         PPPPPPP         097/27         0         097/28         0         PPPPPP         098/18         0         PPPPPP         098/17         0         088/18         0         PPPAPP         088/12         0		

Refresh Totals

Print Readmit Slip

## Attendance Reports Prep

Auditing Attendance and Classes before running reports will reduce issues.

To eliminate errors run the Attendance Audit Listing
prior to running any Monthly Attendance Reports.
Make sure to always include inactive students! <u>Attendance Audit Listing</u>

Print Attendance Audit Listing Report Options												
Report Format:     PDF       Report Delivery:     None												
Include Inactive Students Without Attendance Include Missing Exit Reason Errors Run Old Attendance Audit												
Run Report												

Missing Positive Attendance Report

Report.

Print Missing Positive Attendance Listing Report Options

	Report Forr	mat: PD	F 🔻										
I.	Report Deliver	<b>y:</b> Email	l w/ Link	•									
	Start Date 07/05/2021	08	End Date 3/05/2022										
Sort by Student Program?													
	R	un Repo	rt										

## Attendance Reports

Hourly Attendance Report

Monthly Attendance Summary / Continuation

CDS

	2021-202	Aeries Continuation School															
Print Hourly Attendance Rep	ort	Month 1	Month 1 HOURLY ATTENDANCE R							REPORT							
Penart Ontions		Regular	Program										5				
Report Ophons		Student Nan	ne	Week	MONDAYTUESDAY- WEDNESDAY	Y -THURSDAYFRIDAY	Hours	Hours	Hours	Max	Total	Hours H	ours Week				
		Student ID	Grd Gende	er	0123456789 0123456789 012345678	890123456789 0123456789	Excuse	Unexc	Susp	Hours	Appor	+ or - Ci	redited Credite				
Report Format:	PDF 🔻	Siebert, Blai	r	7/05/21	-+++A+++A+A++++++	+++AA	0.00	4.17	0.00	15.00	13.05	-1.95					
Pepert Delivery	mailuu/link 🔻	99500264	10 M	7/12/21	-++A+++A+A+++++++	+++++	0.00	2.50	0.00	15.00	15.00	4.18	1.95 7/05/21				
Report Delivery.		* GAIN *		7/26/21	-++++++AA+A+++AA	++++++++++++	0.00	4.17	0.00	15.00	15.00	2.42					
(hich Papart?							0.00	12.50	0.00	60.00	58.05	9.71	1.95				
пспкероп		Stradling, Aa	aron	7/05/21	-A+A++++A+A+++AA	+++++	0.00	5.00	0.00	15.00	12.17	-2.83					
Continuation (3 Hours Max Per Day)		99500279	10 M	7/12/21	A+A+A+A+++	A++++++AA+	0.00	5.83	0.00	15.00	11.28	-3.72					
N Hours Per Day	Include Signature Line:			7/19/21	-+A++AAAAA++AAAA	AAAAAXXXX	3.33	12.50	0.00	15.00	4.27	-10.73					
		*LOSS*		//26/21	++AA+A++++	++++AA	0.00	4.17	0.00	15.00	9.47	-5.53	0.00				
/4 Hours Per Day		<u>, , , , , , , , , , , , , , , , , , , </u>		7/05/04			3.33	27.50	0.00	00.00	37.10	-22.02	0.00				
	Voc Ed Options?	99500288	10 M	7/12/21	-AAAAA+AAAAXXXXX		4 17	10.00	0.00	15.00	5.15	-9.65 -8.08					
Enter minutes per class:		00000200	10 11	7/19/21	-AAA+A+++AAXXXXX		8.33	6.67	0.00	15.00	6.03	-8.97					
(or "0" to use BEL schedule 0	Print All Classes			7/26/21	-XXXXXXXXXXXXXXX	+A+AA++AAA	12.50	5.00	0.00	15.00	3.43	-11.57					
o calculate class minutes)	O Do Not Print Voc Ed						25.00	33.33	0.00	60.00	21.53	-38.47	0.00				
	OPrint Voc Ed Only	Vogelfanger	, Anthony	7/05/21	-NOT ENRLA++++XXXXX	++-++	4.17	0.83	0.00	12.00	6.97	-5.03					
Ainutes per passing period: 3		99500290	10 M	7/12/21	-+++++XXXXXA++A+	·++++AA++++	4.17	3.33	0.00	15.00	13.93	-1.07					
"0" mean No passing period)				7/26/21	-++++++XXXXX++++++	++++A++++A	4.17	1.67	0.00	15.00	15.00	-7.15	0.70 7/19/21				
	Sort Report By?						25.00	6.67	0.00	57.00	43.75	-12.55	0.70				
Ise Bell Schedule for Passing:		Whytrock, L	aurinda	7/05/21	-+A+++++++AA+AAAAA+	A+++++	0.00	7.50	0.00	15.00	13.05	-1.95					
	Ostudent	99500297	10 F	7/12/21	+A+AA+++++++	AA+AA+++++++	0.00	5.83	0.00	15.00	14.82	-0.18					
int For Which Month?	Grade			7/19/21	-AAAAA+AAAAA+++++++	AAA+++ AAAAA+	0.00	15.00	0.00	15.00	10.35	-4.65	4 50 7/40/04				
				//26/21	-+++++++A+++++++++++	AAAAA+AAAAA+	0.00	9.17	0.00	15.00	15.00	1.53	1.53 //19/21				
0//05/2021-0//30/2021		Winters Day		7/05/21			0.00	37.50	0.00	15.00	15.00	-5.25	1.55				
		99500306	jina 10 F	7/12/21	+++AA++++++		0.00	6.67	0.00	15.00	10.45	-4.55					
				7/19/21	-+++AA++++++	AA+AA+++++	0.00	5.00	0.00	15.00	15.00	1.53	1.53 7/12/21				
Run R	eport			7/26/21	-++A+++++AA++A++	+++++A++AA	0.00	5.83	0.00	15.00	15.00	0.65	0.65 7/12/21				
		_					0.00	19.17	0.00	60.00	55.45	-1.67	2.18				
						Grade Total:	107.50	429.98	0.00	1350.00	870.80	-230.79	18.35				
		Passing Pe	riod used for	calculation	as entered by user is: 3 minutes						#: Indi	icates a L	eave in Attenda				
				Δ	ios Continu	ation Sal		J					1				
nt Monthly Attendance Summa	ry / Continuation			Aei	ies continu	auon Sci	100						9:				
port Options		5.0	MONTHLY ATTENDANCE SUMMARY/CONTINUATION														
			литп		ITENDANCE SUI												

In Monny Arendunce	MONTHLY ATTENDANCE SUMMARY/CONTINUATION														
port Options															
Report Format	PDF V			Мо	nth 1 - F	rom 07	/05/202	21 Throu	ıgh 07	/30/2021					
Report Delivery:	Email w/ Link 🔻					Re	egular	Program	n						
	Maximum Hours Per Day: 3.0		Α	В	С	D	Ε	F	G	Н		J	Κ	L	
Voc Ed Options? Print All Classes Do Not Print Voc Ed	Minutes per passing period: 3 ("0" indicates No passing period) 3 Use Bell Schedule for Passing:		Days Taught	Enroll- ment Carried	Gains	Total Enroll- ment	Losses	Ending Enroll- ment	Days Not Enrolld	Maximum Hours	Apportnd Hours	Credited Hours	Total Apportnd Hours	TOTAL ADA (K / 3 / A)	
Print Voc Ed Only	Print For Which Month?	Grade Level		Forward		(B+C)		(D-E)					(I+J)	···· /	
	1: 07/05/2021-07/30/2021 🔻	10 TOTAL	20	0	24	24	3	21	30	1350.00	870.80	18.35	889.15	14.82	
		11 TOTAL	20	0	39	39	7	32	94	2058.00	1461.49	68.35	1529.84	25.50	
Rup	12 TOTAL	20	0	81	81	15	66	206	4226.17	2692.91	104.72	2797.63	46.63		
kun keport		PROGRAM TOTAL	20	0	144	144	25	119	330	7634.17	5025.20	191.42	5216.62	86.94	

\*\*Do not use the bell schedule for passing option unless using block schedule.

# On to Grade Reporting

# Initialize Grade Reporting

### Make a plan and stick with it!

Initialize N	lew Grade	Reporting	Cycle
--------------	-----------	-----------	-------

#### Initialize New Grade Reporting Cycle - Options

Select Reporting Period	Show Absences?							
○1st Quarter/Trimester	Show Tardies?							
○2nd Quarter/Trimester	✓ Use Course Attendance instead of current sections?							
First/Fall Semester	Update for One Section?							
○3rd Quarter/Trimester	Update Grade History (GRH)?							
O4th Quarter/Trimester	Show Absences?   Show Tardies?   ✓ Use Course Attendance instead of current sections?   Update for One Section?   Update Grade History (GRH)?   GRD Mark 1 will be copied to GRH							
OSecond/Spring Semester								
Ist Quarter/Trimester   Ist Quarter/Trimester   Ist Quarter/Trimester   First/Fall Semester   Image: Second/Spring Semester   Select Starting and Ending Dates   D8/15/2022   Imitialize Which Mark:   4: 1st Sem   Initialize GRD Table Initialize GRD Table								
Initialize	Which Mark: 4: 1st Sem 🔻							
Grade Tak	ble Created for Mark 1 on							

## **Issue Credit**

School Options Portal Options Permissions

Issue CreditFrom ClassFrom CAR

#### Copying Grades and Credits to Transcripts for Individual Students

Classes Schedule																					
O Allan (AJ) Abbott ∨ O																					
																		Period Range	0 - 9	Scheduk Group	•
Image: Content of the second																					
Screaming Eagle High School																					
Course	Pd	Trm	Days	Teacher	0	1	2	3	4	5	6	7	89	Sec	Room	Total	Left	PermLk	Toda	y Documents	
0726 - IBHstAm2/HEcCv	1	Y	MTWTF	605 - Acosta		$\odot$	0							1038	Z2	19	19				Issue Credit
0317 - IB Eng HL2	2	Y	MTWTF	804 - Stockton		0	0							2117	C6	32	4				Issue Credit

# THANK YOU!

Please take a moment to complete our session survey.

http://aeries.AeriesCon-Session-Feedback-Survey-Spring-2024.alchemer.com/s3/









# Share your Feedback: