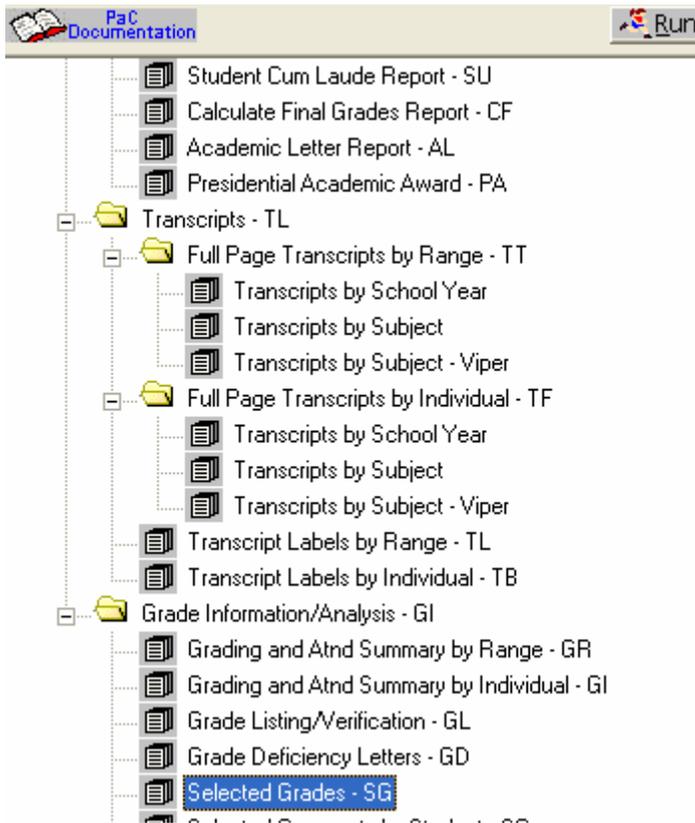


Blank Grades Report

You will use this report to detect students (sorted by teacher) who do not have a grade in a term 'bucket'. This can be run at the end of every six weeks or run for multiple six weeks terms at once.

Go to **SM/OF/GR/RE/Selected Grades**.



Complete the range screen as reflected on the next page.

Blank Grades Report

Report Type: By Student By Other **Ranges**

Activities: Include All Activities **Activities**

Report Options: School Year: 2007 - 08 Page Break: Page Break on First Sort

Student ID to Print: Alphakey Grade Bucket Blocker: ***

Only Print Selected Grade Marks

Course Ranges: Student Class Status: Enrolled Include All Student Class Lengths **Class Lengths**

Available Grade Marks		
ID	Grad Year	Desc
0	9999	0
1	9999	1
1*	9999	1
10	9999	10
10*	9999	10
100	9999	100

Selected Grade Marks		
ID	Grad Year	Desc
	9999	Blank Grade Bucket

Grade Buckets To Check ?

Available Grade Buckets		
Bucket Type	Bucket Number	Literal
Midterm	05	IP5
Citizenship	05	CZ5
Midterm	06	IP6
Citizenship	06	CZ6
Term	06	RC6

Selected Grade Buckets		
Bucket Type	Bucket Number	Literal
Term	01	RC1
Term	02	RC2
Term	03	RC3
Term	04	RC4
Term	05	RC5

Note: Under “Selected Grade Buckets” you can select as many or as few terms as desired for the report.

Click 

Available Fields: Class Building, Class Key, Class Period, Course Grade Lvl, Course Type, Department, Subject

Sort Order: Teacher

Buttons: Add, Remove, Rem.All, Move, Move

Buttons: OK, Cancel

Click 

When you return to the main range screen click 

With this sort and the ranges set, you can then distribute the report(s) to the specific teachers who have blank grades.