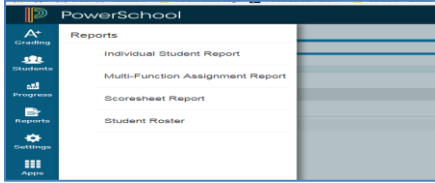


PowerTeacher Pro

Go Right into PowerTeacher Pro to Reports> Student Roster



Criteria Students Format

Report Title: Art Field Trip - Beuker Homeroom

Description: Student demographic information and blank columns, listed one row per student.

Classes: Select Classes (1 Class: ART(A) Art 5(PE))

Use Custom Class Name:

Sort Options: Students (Last Name)

Display Columns: Add Columns

Column	Column Name on Report	Order	Remove
Student Name	Name	▼	–
Course	Course	▲ ▼	–
	Form handed out	▲ ▼	–
	Form handed in	▲ ▼	–
	Paid 1st deposit	▲ ▼	–
	Blank	▲ ▼	–
	Blank	▲ ▼	–
	Blank	▲ ▼	–
	Blank	▲ ▼	–
Birthday	Birthday	▲ ▼ ↻	–
Grade Level	Grade	▲ ▼	–
Student Number	Id	▲ ▼	–

Legend
Icons * - Required Field

TABS

Criteria

- *Name your Report Title
- *Select which class
- *Tick off Use Custom Class Name –if you have created one.
- *Sort options Choose how you would like to sort your data
- *Display Columns- Choose which Fields from PowerSchool you would like to add. Name / Birthday/ Grade/ etc. *Mother/Father Names do not pull*
- *You can add Blank columns and title them

Students

You can add and remove students from your list, and include dropped students

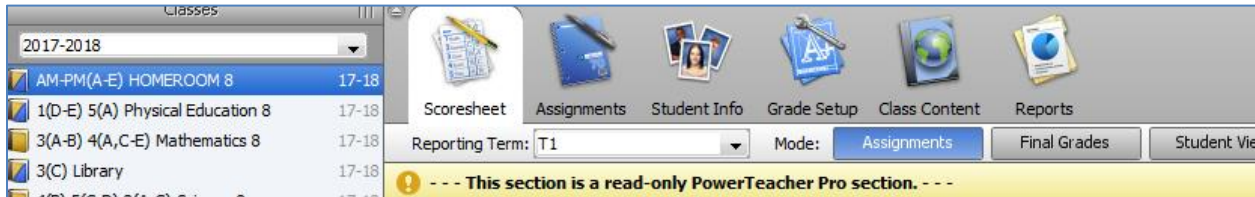
Format

- *Orientation- Landscape or portrait
- *Output- Excel or PDF
- *You can Add a top note Bottom Note and Signature online and then hit Run Report

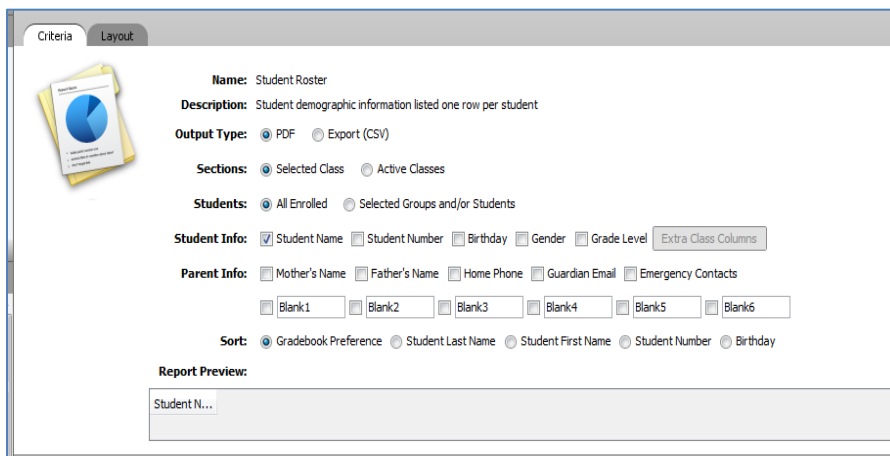
Gradebook

Go Right into Gradebook to Reports> Student Roster

If you do not have Gradebook installed, Please see your Lan Tech



Name:	Description:
Attendance Grid	Student and date grid template for taking attendance
Category Total Report	Summary of category totals by section or by student
Final Grade and Comment Ver...	Final grades and comments by reporting term
Individual Student Report	Summary of class activity per student
Missing Assignment Report	Listing of assignments that have not been scored
Scoresheet	Student grade and assignment data
Standards Report	Standards Final Grades and Standards Assignment S...
Student Multi-Section Report	Student information from all of a student's sections.
Student Roster	Student demographic information listed one row per ...



Tabs

Criteria

Select all your options

*PDF/Excel

*Student Info

*Blank Columns

Mother /Father names do not pull

Layout

Report Title

*Top/Bottom notes and signature line