

Entity (050) (050) Account Preferences Exit ?

Home Students Families Staff Student Services Food Service Office Attendance Reports Custom Reports

Reports ☆ Favorites New Window My Print Queue

- Attendance Reports - AR
 - Daily Reports - DR
 - Day Summary - DS
 - Period Detail - PD
 - Admit Slips - AS
 - Do Not Admit Slips - NA
 - Unrecorded Class Attendance - UC
 - Recorded Class Attendance - RC
 - Reports By Student
 - Monthly/Quarterly Report - MQ
 - Attendance Graphs - AG
 - Chronic Attendance Report - CH
 - Attendance Detail or Summary - AD
 - Teacher/Class Rollbook Report - RB
 - Teacher/Class Summary Report - SC**
 - Attendance Membership Report - AM

3. Choose Entity

2. Choose Office/Attendance/Reports

1. Choose Teacher/Class Summary Report

Template Settings

* Template Description:

Share with other users in entity 050

Print Greenbar

- Save
- Save and Print
- Back

Report Ranges

Dates

Dates: Run for a time period of one week prior to the first day attended (Low) then for three weeks (High).

* Enter date range:

Default to 4 week date range



Classes

	Low	High
Teacher:	<input type="text"/>	<input type="text" value="ZZZZZZZZZZ"/>
Course/Class:	<input type="text"/>	<input type="text" value="ZZZZZZZZZZ"/> <input type="text" value="ZZZZ"/>
Period:	<input type="text" value="01"/>	<input type="text" value="02"/>
Term:	<input type="text" value="00"/>	<input type="text" value="99"/>
Class Status:	<input checked="" type="radio"/> Active <input type="radio"/> Inactive <input type="radio"/> Both	

Select classes:

Students

Pull up the student in Skyward to get student name key.

	Low	High
* Student Key:	<input type="text" value="stukey"/>	<input type="text" value="same-stukey"/>
Grad Yr/Grade:	<input type="text" value="0000"/>	<input type="text" value="9999"/>



Include all student types

Include all schools

Include all calendars

* Select absence types:

Student Status

Active

Inactive

Both

Selected Classes

There are no records to display; check your filter settings.

0 records displayed

Sort Options

Teacher

Class

Report Options

Use scheduling days

Page break by Class

Print absence types legend

Print non-absence data

Print signature line

Print multiple meets as one class

Asterisk (*) denotes a required field

Be sure to uncheck this box.