

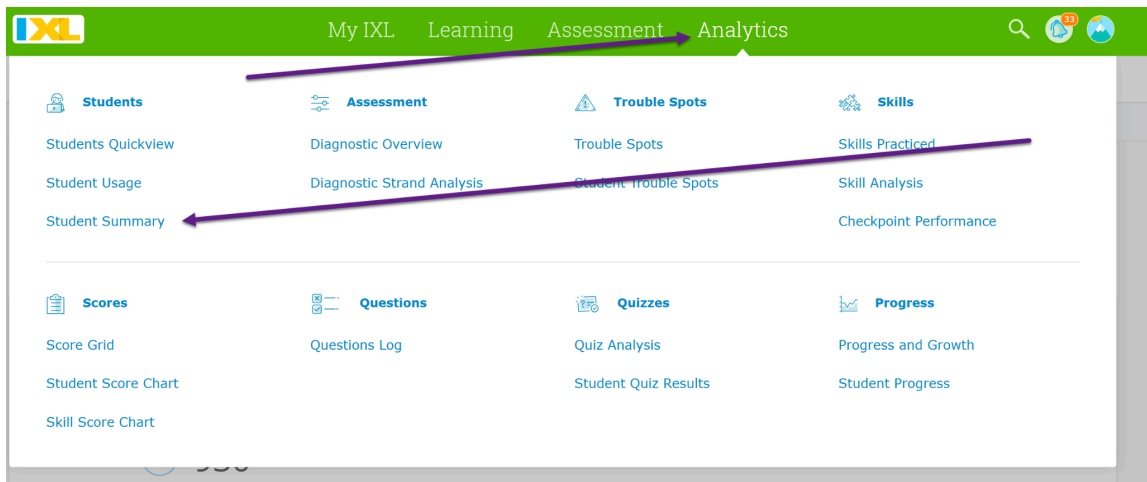
IXL: Printing Student DAPs - Diagnostic Action Plans (Math, ELA, or BOTH)

NOTES FOR LEADERSHIP TEAM MEMBERS GENERATING “TEACHER” REPORTS:

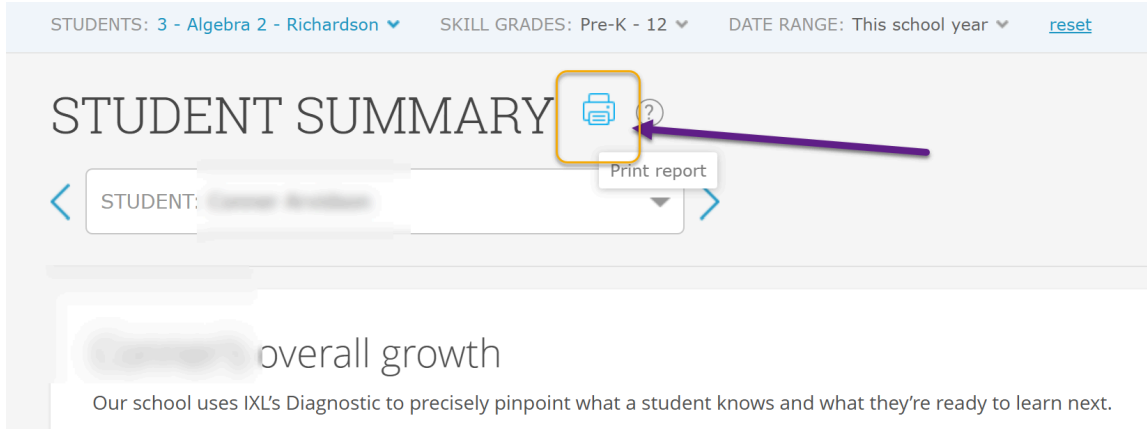
- These reports can be accessed via teacher accounts as well as the “*Teacher Analytics for: _____*” section of a School/District account’s *Analytics* tab.
- Efficiency tip: Consider simply using your teacher account (not your district/school account) and selecting an IXL “class” like K-2, 3-5, or Badger Boost, which already has all of the students for all teachers in your data meeting. For example, it may be more efficient to generate reports for all of K-2 at once, post them to Google Classroom, and then print and distribute to the correct teachers during the meeting.

1. Analytics > Student Summary

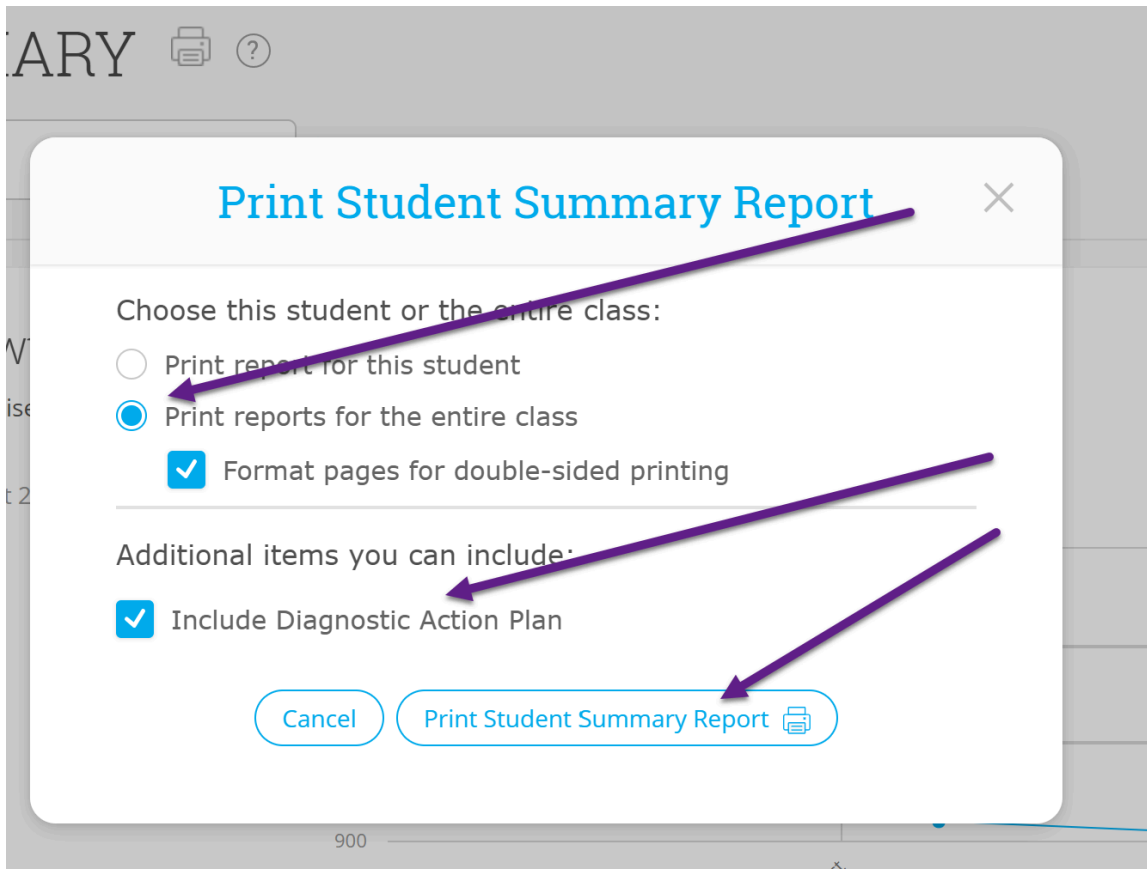
OR from within a district/school account: Analytics > Teacher Analytics for: (select teacher) > Students > Student Summary



- ### 2. Confirm the STUDENTS and other filters, then click the printer icon (it is alright if only one student is selected below)



3. Configure printing options as desired:
 - Print for the entire class
 - Check *Include Diagnostic Action Plan*.
 - Click *Print Student Summary Report*.



4. Download and/or print the resulting report. Staple and organize for handing to parents during conferences.

- a. Consider marking up the printed reports to call out key information and talking points.