

Attendance

Detail Report:

The Detail Report for attendance can display the days and periods that a student was not in attendance. It will also show the breakdown of the absence categories consisting of Excused, Unexcused, Tardy, and Other.

Summary Report by Class:

The Summary Report by Class will show an attendance breakdown by weeks for students in your class.

GRADEBOOK

Grade Sheet Report:

The Grade Sheet Report prints a spreadsheet-like display of student assignments and scores along with an optional assignment legend. This report can be used as a hard copy of the Gradebook. You can also run this report as a blank grid with the student's name displaying on the left side of the report. The blank grade sheet report can be generated using Skyward templates 960, 970 or 980.

Assignment Listing by Student:

The Assignment Listing-By Student Report displays a list of assignments and scores by student. This report provides four options:

- 1 – An all-assignment listing by student
- 2 – A completed assignment listing by student
- 3 – A missing assignment listing by student
- 4 – A list of all missing assignments for the students in the class in one document.

Assignment Master Report:

The Assignment Master Report is a listing of all the assignments created for the class.

Missing Assignments:

The Missing Assignment report prints a report of students, listing assignments that have been marked as missing or are unscored and past the due date.

Category Summary Report:

The Category Summary Report lists the selected students and their earned category averages and overall term grades.

PROGRESS REPORTS

Progress Detail:

The Progress Detail Report lists the overall grade and assignment scores for the specified term. If you have any questions about how the Gradebook is calculating the grade, run this report with category totals selected.

Enhanced Multi-Class Progress Report:

The Enhanced Multi-Class Progress Report can display grades and assignments for a specific grading period. This report can be generated for the selected class or every class the student has in his/her schedule.

Progress Summary:

The Progress Summary Report displays only the overall grades for the selected terms; no assignment scores will print.

Multi-Class Progress Report:

The Multi-Class Progress Report lists the overall grade and category summary for the term specified. If a student is in multiple classes you teach, each class will display on the report for the student.

PARTIAL PROGRESS REPORTS

Partial Progress Detail:

The Partial Progress Detail report lists the current overall grade and assignment scores for a specified period of time. This report has the same information as the Progress Detail Report. The only difference is that you can run this report for a specific date range.

Partial Progress Summary:

The Partial Progress Summary Report lists the current overall grade for a specific date range.

Partial Multi-Class Progress Reports:

The Partial Multi-Class Progress Report lists the overall grade and category summary for the selected date range. If a student is in multiple classes you teach, each class will display on the report for the student.

CLASS INFORMATION

Class Roster:

The Class Roster Report provides a listing of all the students in your class with selected information. Not all of the options can be selected to print on the report; there is a character maximum of 122.

Student Information:

The Student Information Report allows you to print an assortment of student information. The information you can print will depend on security access in My Students.

Custom Forms Report:

The Custom Forms Report allows you to print information entered on Custom Forms. Custom Forms are set up by the district and allow information not currently being tracked in Skyward to be entered on the form. - This feature is not currently being used by ACPS.

Gifted and Talented Report:

The Gifted and Talented Report displays the student's gifted and talented information.

Grade Proof Sheet:

The Grade Proof Sheet Report lists the grades and comments you posted for your class. This report is a great report to run prior to the posting window closing because it will show all grades and comments that will display on the report cards. Only posted grades will display on this report.