

Student Demographics by Class Report Quick Reference

Toggle between displaying report selection options and report data.

Save selected options as custom report to run as needed.

Click to view Help information.

The screenshot shows the 'Report Viewer' window with the following sections and annotations:

- Update Report Headers:** Report Header: Homeroom Roster. Annotation: Assign unique report name to display at top of report.
- Set Required Parameters:** Class: Math - Gr 02: 01, Math Group.
- Set Optional Filters:** A table with columns: Field Name, Operation, Value, Del?. One filter is set: Homeroom ID, Is Not Equal To, 0. Annotation: Delete optional filters.
- Add & Remove Columns:** Columns: Class Name, Student Last Name, Student First Name, Student ID, School Name, Grade Level Name. Annotation: Select columns to display.
- View Report:** A button at the bottom right. Annotation: Click to view report results (same as View Report button in banner).

Select at least one class. To select multiple classes, click desired check boxes in the list. Click off the list to collapse it.

Select as many filter options as needed. See list on back for available options.

Enter a word or phrase in the Search field, then click Find.

The screenshot shows the 'Student Demographics' report with the following data table:

Class Name	Student Last Name	Student First Name	Student ID	School Name	Grade Level Name	Homeroom ID
Algebra 2: 01	Adamczyk	Jennifer	999785455	Lake View High School	09	100
Algebra 2: 01	Nader	Adelaide	999729061	Lake View High School	09	100
Algebra 2: 01	Nadig	Cheridan	999729063	Lake View High School	09	100
Algebra 2: 01	Pruc	Shannon	999909983	Lake View High School	09	100
Algebra 2: 01	Randjekovic	Christina	999101913	Lake View High School	12	100
Algebra 2: 01	Reesey	Kathryn	999880575	Lake View High School	09	100

Annotations for this screenshot:

- Document Map pane:** Click to open the Document Map pane to navigate to a specific student.
- Sort results:** Click to sort results.
- Export:** To print the report, if using Internet Explorer, make sure to install the SQL Server Reporting Services 2008 ActiveX control if prompted. Select the desired file format in the list, then click Export. You can print the report, if desired, from the software application to which you have exported.

Report Variation Examples

Student Addresses & Phone Numbers	Birthdays	Class Roster with Student ID
<ol style="list-style-type: none"> You do not need to select any optional filters. Make sure to select Class Name, Student Last Name, Student First Name, Grade Level Name, Student Address-related and Student Phone Number columns as columns to display. 	<ol style="list-style-type: none"> Select Birth Date in the Field Name list. Make sure to select Birth Date as a column to display. 	<ol style="list-style-type: none"> Select Student ID in the Field Name list. Make sure to select Student ID as a column to display.

Available Filter Options

Field Name	Description	Field Name	Description
Birth Date	Date of birth of the student.	School Name	Name of the school in which the student is enrolled.
Calendar Name	Calendar used by the school in which the student is enrolled.	Student Address Line 1	Street address where the student lives.
Class Name	Name of class in which the student is enrolled. If no class name is assigned, course name and section displays	Student Address Line 2	Street address where the student lives.
Counselor Name	Name of the guidance counselor assigned to the student.	Student Address Line 3	Street address where the student lives.
Disability Code	Numeric code that represents a disability that is used in ProgressBook Special Services.	Student Address Apt No	Apartment number of the apartment in which the student lives.
Disability Name	Full name of disability that is used in ProgressBook Special Services.	Student City	City in which the student lives.
Enrollment Date	Date on which the student enrolled in the school.	Student Email Address	Email address of the student.
Enrollment Status Code	Code that represents whether the student is active or inactive in the school in which the student is enrolled.	Student First Name	First name of the student.
Gender Code	Code that represents whether a student is female or male.	Student ID	District code that identifies the student.
Grade Level Code	Code that represents the grade level in which the student is enrolled.	Student Last Name	Last name of the student.
Grade Level Name	Name of grade level in which the student is enrolled.	Student Middle Name	Middle name of the student.
Graduation Date	Date on which the student will graduate from high school.	Student Phone Number	Student's primary phone number.
Home School ID	Code that represents the school building in which the student was originally enrolled.	Student State	State in which the student lives.
Homeroom ID	Code that identifies the homeroom to which the student is assigned.	Student Zip Code	Postal code of the address at which the student lives.
Parent Access Disabled Indicator	Indicates whether the student's information has been disabled on the Parent Access Web Site. If a parent account is associated with multiple student accounts, the parent account can still access the other student accounts. If you select this option, you must select Yes or No in the Value field.	Student's Last Parent Access Login Date	Date the last time the student logged in to the Parent Access Web Site.
Parent Access Disabled Status Name	Indicates whether the student's information has been disabled on the Parent Access Web Site. If you select this option, you must type Disabled in the Value field.		
PB School ID	ProgressBook code that identifies the school in which the student is enrolled.		
PB Student ID	ProgressBook code that identifies the student.		
School Enrollment Status Name	Indicates whether the student's record is active in ProgressBook. If you select this option, you must type Active or Withdrawn in the Value field.		
School ID	Code that identifies the school in which the student is enrolled.		