

[archiving](#), [awr](#), [independent study](#)

Archiving - Assignment and Work Records (AWR)

This will produce an individualized assignment and work record for one student in the Personalized Learning System (PLS).

Teacher pages > Student Roster > Click on the ► to expand the student's folder and then click on the **Reports** tab.

The screenshot shows a table with columns: #, Mig?, St #, AL, Student Activity (05/19, 05/20, 05/21, 05/22, 05/26), Attendance, and Name. The first row shows student Jaime Garcia. Below the table, there is a section for 'Semester 2 (Spring) (2014 - 2015) A' with tabs for Info, Course/Assign/Eva, and Reports. The Reports tab is selected and circled in red. Below the tabs, there are four options: Reports (with a folder icon), Report Card (with a smiley face icon), Progress Report (with a sad face icon), and Rubrics Report Card (with a Rubik's cube icon).

Locate desired LP > click on the AWR Icon.

The screenshot shows a grid of Learning Path (LP) icons. The columns are labeled: Print, Att., Note, WS, AWR, AL, LL, PBL. The rows are labeled LP: 7 through LP: 12. The AWR icon (a blue notepad with a pencil) is circled in red for LP 7. A tooltip 'Assignment & Work Record' is visible over the AWR icon for LP 8.

To customize the settings on your AWR, use the checkboxes

Click the **Sign & Archive Electronically** button.

Signature Line: <input checked="" type="checkbox"/> Teacher <input type="checkbox"/> Student <input type="checkbox"/> Parent/Guardian Attendance Line: <input type="checkbox"/> None <input checked="" type="checkbox"/> Acknowledgment of learning period days <input type="checkbox"/> Acknowledgment of learning period days (By Hand)	Assignments: <input type="checkbox"/> Show Assigned Date <input type="checkbox"/> Show Due Date <input checked="" type="checkbox"/> Show Grade Given <input checked="" type="checkbox"/> Show Curriculum Grade (must be grouped by curriculum) <input checked="" type="checkbox"/> Show Assignment Grade <input type="checkbox"/> Show Items given no weight <input type="checkbox"/> Hide past-due <input type="checkbox"/> Show Only Completed
Other Options: <input checked="" type="checkbox"/> Include all classes when printing for students <input type="checkbox"/> But don't include ADA classes <input checked="" type="checkbox"/> Don't group by Learning Period <input type="checkbox"/> Don't group by Curriculum <input type="checkbox"/> Show as Synopsis View <input type="checkbox"/> Show All Curriculum <input type="text" value="4"/> Text Font Size (8-10)	Learning Period Range: School Track: A <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> All
Show Assignment Types: <input checked="" type="checkbox"/> Assignment <input checked="" type="checkbox"/> Objective <input checked="" type="checkbox"/> Standard <input checked="" type="checkbox"/> Module <input type="checkbox"/> Resource <input type="checkbox"/> AssetLink <input type="checkbox"/> Discussion <input type="checkbox"/> Assessment <input type="checkbox"/> CustomActivity <input type="checkbox"/> Homework <input checked="" type="checkbox"/> Lesson <input type="checkbox"/> Wiki <input type="checkbox"/> Journal <input type="checkbox"/> Survey <input type="checkbox"/> Blog	


After selecting students, please click either the Print or Sign Online button. [Sign & Archive Electronically](#) [Back](#) [Preview](#) [Print](#) [Email to Student](#) [Email to Parent\(s\)](#)

Select Student Name
☒ Granger, Nancy

The document will open a web version.

Note: Some schools require assignments to be checked as complete. To do this, use the check box at the top of the page or click individual assignments. Not all schools will have this feature turned on.

Sign Document
Check All:
☒ **Assignments (59 found)**



Milestone Academy
Assignment & Work Record

Student Name: Jaime Garcia
Teacher Name: Tara Obregon

Student ID: 78475
Teacher Number: 4143

Grade Level: 11
Date Parameters: 02/02/2015 - 02/27/2015

LP: 8

The number of attendance days possible for this student's learning period is 18. In my professional judgment, the student has completed work that has a value of 17.

Make sure your name is inserted here.

Signed By Teacher: Signature Date: 05/26/2015

[+ Invite staff to sign](#) Invite email address:


Use the eraser to start over

Sign here with your mouse, finger or stylus.

Click > **Send Invitation / Submit Agreement** when complete.

Module 5: Unit 5: Division of Whole Numbers.
Objective
* Identify the quotients for single digit divisors and dividends with and without remainders; identify the quotients for multiple digit divisors and dividends with and without remainders.
* Identify the quotients for real life division situations; solve word problems using averaging; solve problems by estimation.
Assignment
☒ READ and COMPLETE: Unit 5 Activities.
☒ COMPLETE: Unit 5 Test.

Notification of success is posted. You can click on the blue button to view your archived document.



Document has been saved
Signatures: 1
Invitations 0

This document has been finished and is now part of document archives.

[Return](#)

The document will now be available for viewing in **Teacher Pages>Compliance>Archive¹⁾**.

¹⁾

We'll add a link to the Archive Compliance manual soon!

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