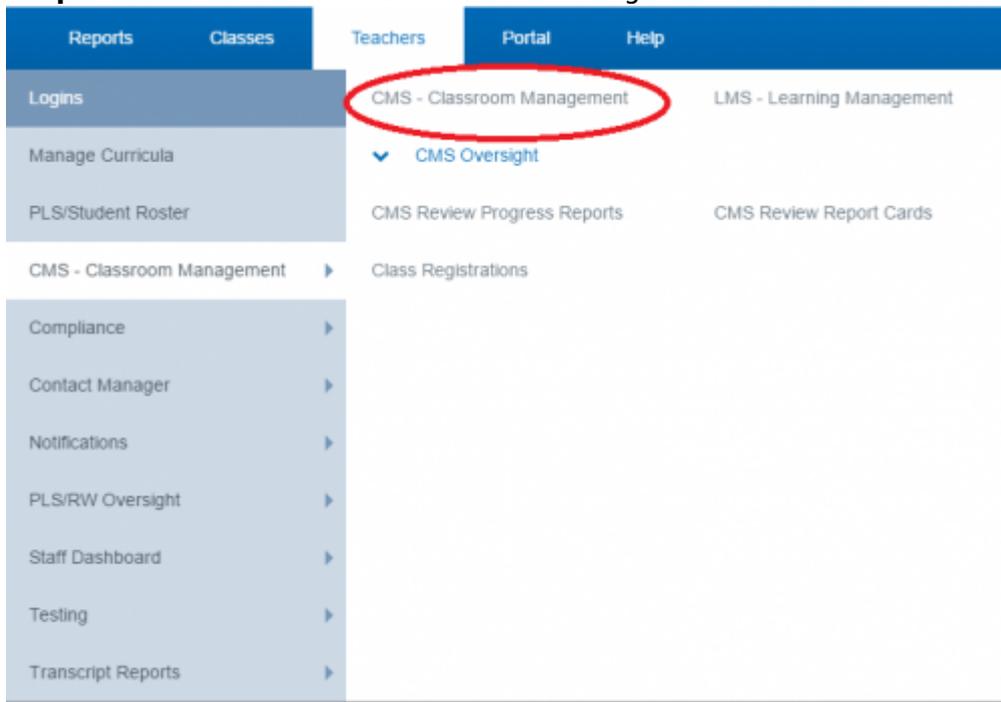


CMS- Work Summary Reports

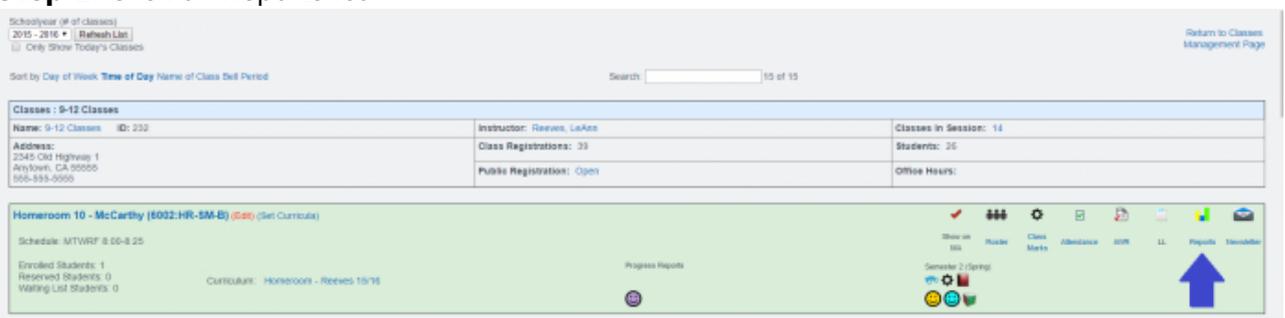
Please remember these important facts when working in the SIS.

The SIS currently enables two menu styles, Classic and Modern. These Manuals are constructed with the Modern Menu in mind. If using Classic, the locations of certain procedures may vary.

- **Step 1.** Go to Teachers»CMS Classroom Management» select CMS- Classroom Management



- **Step 2.** Click on Reports Icon



- **Step 3.** Choose Work Summary/ Progress Report from the next page



- **Step 4.** Choose the LP and an ending LP (so choose LP 1 & 2, or LP 7 & 9) you want to print a Work Summary for

Classes: 44 Classes
School Year: 2015 - 2016
School Track: A
Program: Classroom Based

LPs: [checkbox] LP 1 07/13 - 08/07 [checkbox] LP 7 01/11 - 02/05
[checkbox] LP 2 08/10 - 09/04 [checkbox] LP 8 02/08 - 03/04
[checkbox] LP 3 09/07 - 10/02 [checkbox] LP 9 03/07 - 04/01
[checkbox] LP 4 10/05 - 10/30 [checkbox] LP 10 04/04 - 04/29
[checkbox] LP 5 11/02 - 11/27 [checkbox] LP 11 05/02 - 05/27
[checkbox] LP 6 11/30 - 01/08 [checkbox] LP 12 05/30 - 06/17

29 Students Enrolled at this LC for selected School Year/School Track/Program/LPs

Choose	Name	Grade	St #	LocalID	HSES
<input type="checkbox"/>	Anderson, Ann	6	#1113332224	78933	Classroom Based
<input type="checkbox"/>	Anderson, Christian	7	#9999966661	78682	Classroom Based
<input type="checkbox"/>	Baty, Shannon	6	#4967640385	78589	Classroom Based
<input type="checkbox"/>	Breidenbach, Lindsey	7	#	78552	Classroom Based
<input type="checkbox"/>	Casey, Monica	9	#	78680	Classroom Based
<input type="checkbox"/>	Collet, Kaydenne	6	#4938489261	78622	Classroom Based
<input type="checkbox"/>	Dee, Sandra	6	#4938490234	78557	Classroom Based
<input type="checkbox"/>	Delise, Delinda	9	#	78463	Classroom Based
<input type="checkbox"/>	Gallejos, Patricia	8	#	78532	Classroom Based
<input type="checkbox"/>	Garcia, Ella	7	#	78644	Classroom Based
<input type="checkbox"/>	Garcia, Jose	9	#	78643	Classroom Based
<input type="checkbox"/>	Garcia, Raul	6	#	78642	Classroom Based
<input type="checkbox"/>	Gentry, Jones	6	#1238450861	78593	Classroom Based
<input type="checkbox"/>	Grant, Lee	6	#4938492861	78655	Classroom Based
<input type="checkbox"/>	Greenfield, John	7	#	78541	Classroom Based
<input type="checkbox"/>	Jones, Tommy	6	#2438490861	78527	Classroom Based
<input type="checkbox"/>	Kappa, Thomas	9	#9999999900	78654	Classroom Based
<input type="checkbox"/>	Lazzano, Marco	8	#	78831	Classroom Based
<input type="checkbox"/>	Mallory, Jose	9	#	78534	Classroom Based
<input type="checkbox"/>	Masters, Sarah	6	#4938490865	78575	Classroom Based
<input type="checkbox"/>	Mendonze, Wiley	7	#	78659	Classroom Based
<input type="checkbox"/>	Nick, Rogers	9	#9999999922	78603	Classroom Based
<input type="checkbox"/>	Nudson, Sarah	7	#	78452	Classroom Based
<input type="checkbox"/>	Rojas, Stacy	6	#5538490861	78631	Classroom Based
<input type="checkbox"/>	Shapiro, Ira	6	#	78537	Classroom Based

- **Step 5.** Choose Classes, School Year, School Track and Program
- **Step 6.** Click Display Students and choose the students you want to print for
- **Step 7.** Print or Archive the documents

— Last Updated by *Max Williams* on 2016/04/06 18:33

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