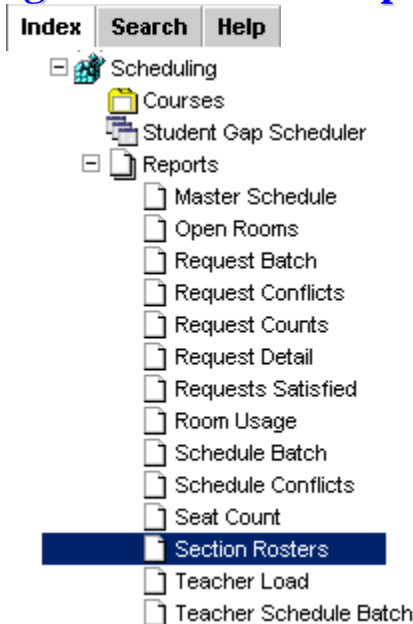


Section Roster Report

Section Roster Information

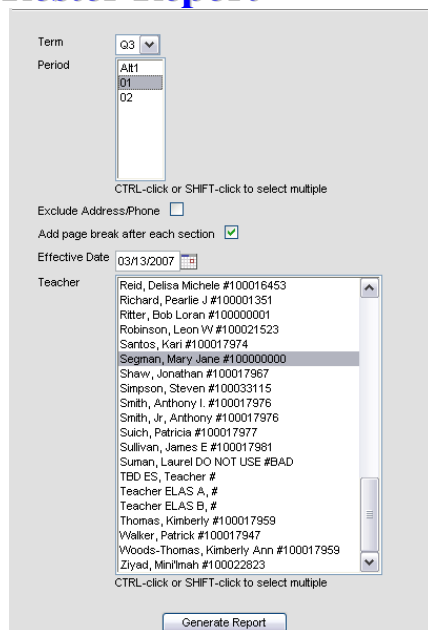
This report displays the rosters for each section taught by a specific teacher.

Accessing Section Roster Report



1. From the **Index**, select the **Scheduling** folder by clicking the plus (+) sign next to the folder or by clicking on the name of the folder.
2. Click the plus (+) sign next to the **Reports** folder.
3. Select **Section Roster** from the Report list.

Section Roster Report



1. Select the **Term** from the drop-down list.
2. Select the Period if needed or the report will include all Periods
3. To **exclude address and phone number** for the student, check this box.
4. Select the **Effective Date** of the term by typing in mmddyy format or clicking the calendar link to select a date.
5. Select the teacher(s) from the list
6. Click the **Generate Report** button.



06-07 Amesse Elementary School <small>5440 Scribner St. Denver, CO 80239</small> <small>Generate on 03/13/2007 03:54:59 PM Page 1 of 1</small>	Section Rosters Teacher: Segman, Mary J Staff Number: 100000000 <small>Effective Date: 03/13/2007</small> <small>Course(s): 1 Section(s): 1 Student: 28 Male: 17 Female: 11</small>
---	--

Course: 90398-2 3rd Homeroom Term: Q3 Period: 01
 Time: 09:00:00 AM-12:00:00 PM Students: 28 Male: 17 Female: 11

Student	Student#	Grade
Andrus, Betty L	900001	03
Betterson, Alex L	900002	03
Casey, Keith M	900003	03
Chase, Lacey	900019	03
Cousin, Lee G	900004	03
Dan, James D	900006	03
Deigette, Lee D	900028	03
Dolton, Angee M	900029	03
Escort, Bryan A	900027	03
Florez, Pete M	900025	03
Gear, Andria	900008	03
Glea, Lad L	900007	03
Gyett, Edna	900009	03
Huston, Gerri J	900010	03
James, Jon	900011	03
Johnson, Alex R	900012	03
Johnson, Terri M	900013	03
Luv, Jerry	900014	03
Martinez, Oscar A	900026	03
Medalion, Alex C	900015	03
Mostlie, Julie M	900016	03
Reese, Mary-J	900017	03

The report will list the students enrolled in each section.

Adobe Reader will launch and display in PDF document format.



Click **Print** icon to send to the printer.

