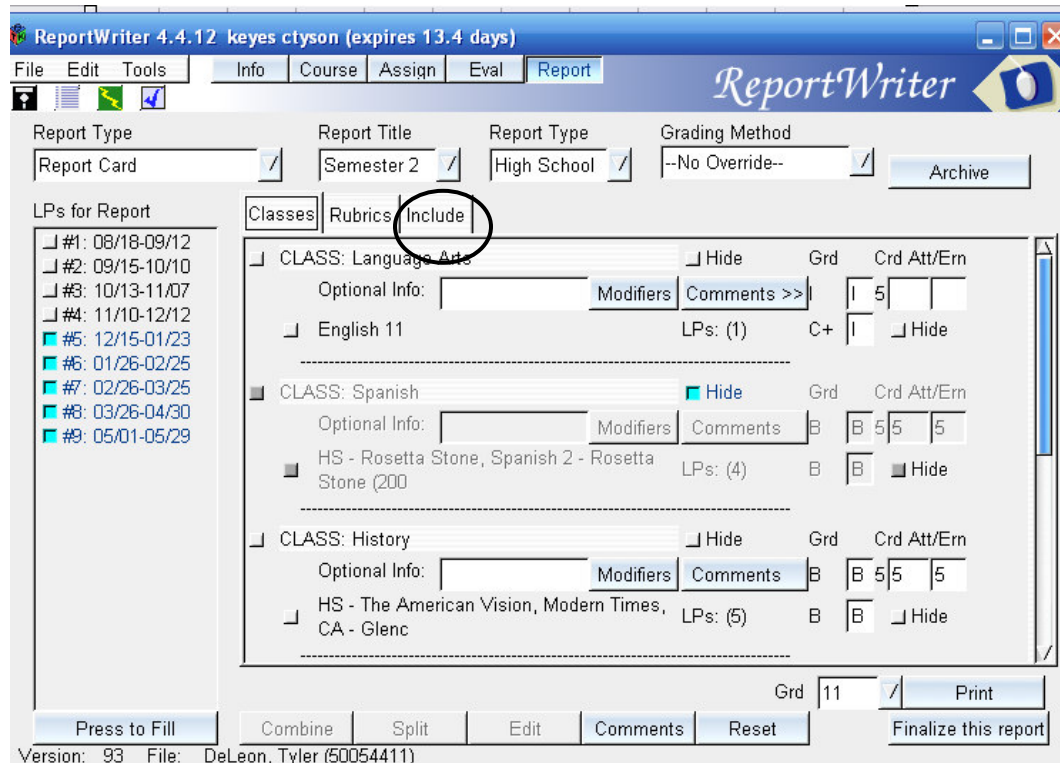




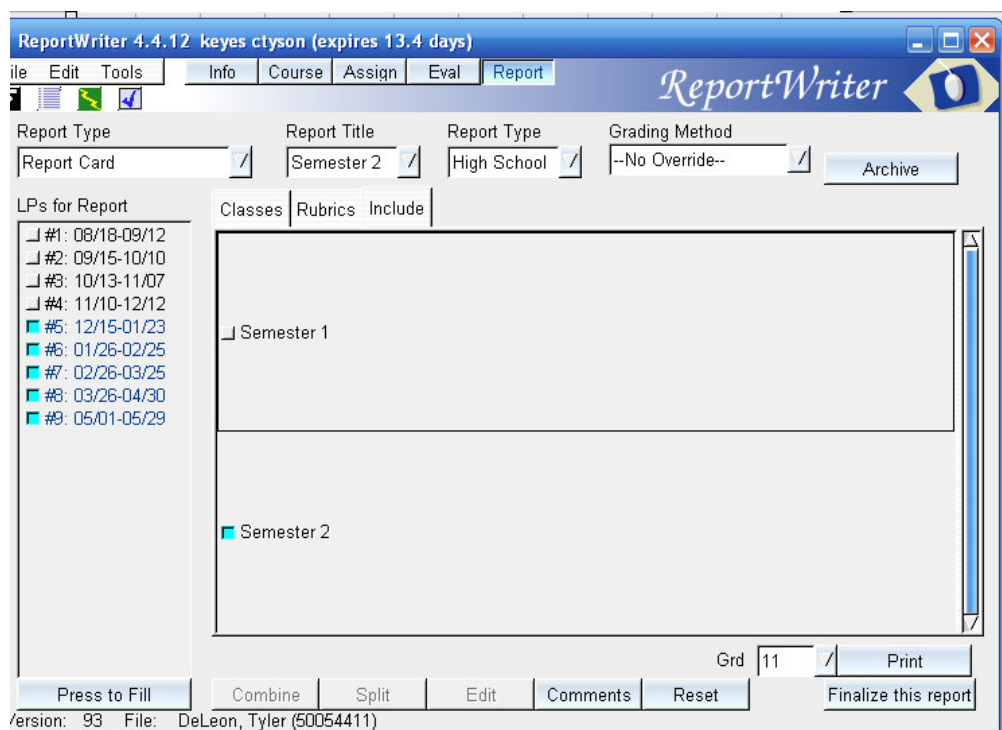
## Report Cards - Printing All Reporting Periods

You can choose to show more than one reporting period on report cards in ReportWriter. Reporting periods are set by school administration. If the school sets semester 1 and semester 2, you can choose to show both of these on the report card.


1. Choose the learning periods, the report title, the report type and set all grades/credits necessary (this is a view of the high school report card but this is the same process for an elementary report card).



2. Click on the 'INCLUDE' tab. Choose which reporting you want to include on this report card.



3. You can return to the classes tab or stay in the current tab to print the report card. Currently, this report card only shows the current reporting period GPA but that is being updated to average them.



## Keys to Learning Charter School Report Card

Student Name: John DeLeon      Student# 2147477455      Grade: 11  
 Teacher: Cindy Tyson      Teacher# N/A  
 Semester 2      Year: 2008 - 2009

Subject	Credits Attempted	Sem 1		Sem 2		Comments	Attr
		Grade	Earned	Grade	Earned		
History	5.00	B	2.50	B	5.00		
Algebra 2	5.00	B-	2.50	C+	5.00		
Chemistry	5.00	C+	2.50	B-	5.00		
Language Arts	5.00	C+	2.50	I	0.00	Tyler has taken the <i>BYU, English 11</i> Course. He has the final exam remaining and then his credits will be given.	
Physical Education	2.50		0.00	P	2.50		

GPA: 2.57

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_