

How to Generate a Family Report

Step 1: Select Subjects - Mathematics, Reading, Language Usage, Science

The screenshot shows the 'SELECT SUBJECTS' step of the report generation process. On the left, a sidebar contains three buttons: 'SUBJECTS' (highlighted in blue), 'DATA', and 'STUDENTS'. The main area is titled 'SELECT SUBJECTS' and contains a list of subjects with checkboxes: 'Mathematics' (checked), 'Reading' (checked), 'Reading - Spanish' (unchecked), 'Language Usage' (checked), and 'Science' (checked). A red 'NEXT' button is at the bottom right of the subject list. On the right, a 'SUMMARY' section lists the selected items: 'Batch PDF', 'Most Recent', 'Mathematics', 'Reading', 'Language Usage', 'Science', and 'Family Report'. The top navigation bar includes a 'Term: Most Recent' dropdown, a back arrow, and a 'PRINT AND SHARE — Family Report' header.

Step 2: Select Data - Select all – Projected Proficiencies (SAT, ACT College Readiness, and DC-Partnership for Assessment of Readiness for College and Careers)

The screenshot shows the 'RECOMMENDED COMPARISONS DATA TO INCLUDE' step. The sidebar now has 'DATA' highlighted in blue. The main area is titled 'RECOMMENDED COMPARISONS DATA TO INCLUDE' and contains a list of data sources with checkboxes: 'Projected Proficiencies (recommended)' (checked), 'SAT' (checked), 'ACT College Readiness' (checked), and 'DC-Partnership for Assessment of Readiness for College and Careers' (checked). A red 'NEXT' button is at the bottom right. The 'SUMMARY' section on the right lists: 'Batch PDF', 'Most Recent', 'Mathematics', 'Reading', 'Language Usage', 'Science', 'SAT', 'ACT College Readiness', 'DC-Partnership for Assessment of Readiness for College and Careers', and 'Family Report'. The top navigation bar is consistent with the previous step.

Step 3: Select Students: Only this student

The screenshot shows the 'SELECT STUDENTS' step. The sidebar now has 'STUDENTS' highlighted in blue. The main area is titled 'SELECT STUDENTS' and contains three radio button options: 'Only this student' (selected), 'All students in this class', and 'Select students in this class'. A red 'CREATE PDF REPORT' button is at the bottom right. The 'SUMMARY' section on the right lists the same items as the previous steps, including 'Batch PDF', 'Most Recent', 'Mathematics', 'Reading', 'Language Usage', 'Science', 'SAT', 'ACT College Readiness', 'DC-Partnership for Assessment of Readiness for College and Careers', and 'Family Report'. The top navigation bar is consistent with the previous steps.