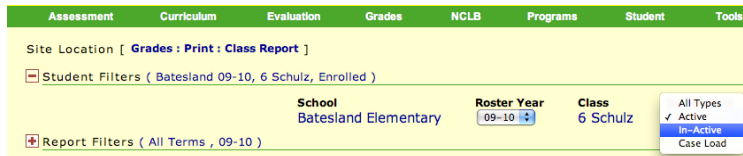


Printing Report cards

Here is how to Print your report cards when you are done inserting all the information in for the students.

Go to student filters on the report card

Go to the Enrollment Drop Down and Change to ALL TYPES

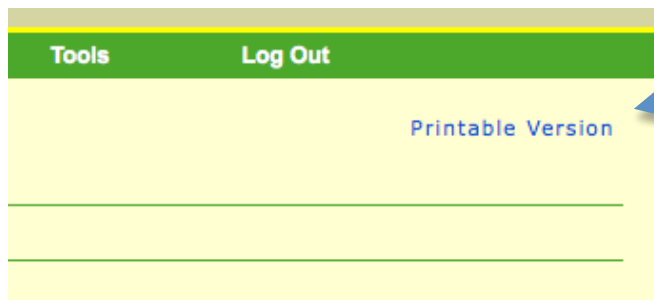


Open up a browser

Go To Grades, down to Print, Down to Class Reports

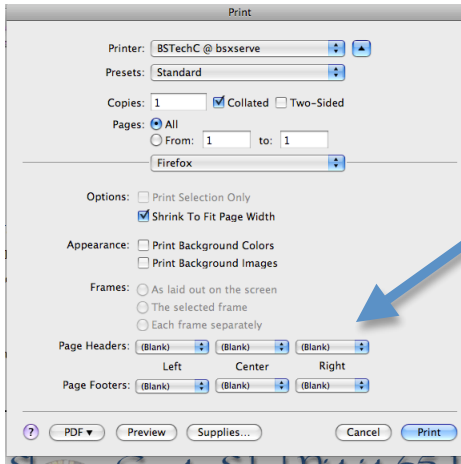


Click the Printable Version Button on the top right side

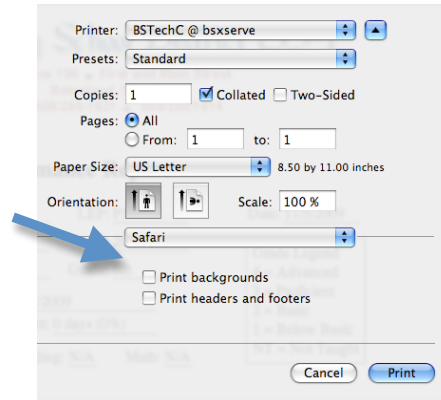


Go to File and Down to Print. Choose your printer and then change these settings.

In Firefox Change all these to blank



In Safari uncheck these



Press the print button!

Have any problems; feel free to ask a Techie or your next-door teacher!