

**Step 1:** Choose the blank piece of paper in the top right screen.



Step 2: Click on End of Course Performance Summary.

	Heath High School ▼ 2016-2017 ▼ 🐣	2
	Attendance	
	Daily Period Attendance	ŀ
	Eligibility	ŀ
	End Of Course Performance Summary	ļ,
_	EMIS	
Eve	State Assessment Below Reported Score Report	Ĺ
	State Assessment Report	
	Sub-Calendar Hours Analysis	
	EMIS (Admin)	-

**Step 3:** You will have criteria that needs to be selected. Choose the building that you are running your report in (this should be the building of context that you have selected). You will then want to choose all grade levels that you would like included in the report.



You will choose the grade levels one at a time and they will appear below.



## **Run End of Course Performance Summary**

Series by LACA

Cours	e Performance Summ	ary					
Performance	e Summary						
		Filters X					
	Filter By	Condition		Value			
	StudentEMISAssessment.School/ear	Equal To	<ul> <li>2016-2017</li> </ul>		*		
	StudentEMISAssessment.SchoolName	Equal To	<ul> <li>Heath High School</li> </ul>		×		
	ChudentEMIC Assessment Credel avel	In One Of	-		<u> </u>		
	StudentziwitSAssessment.GradeLever	is one of	12 11 10 09		~		
			vold like	choose die building and gra	ort.		

**Step 4:** Once the report populates, you have the ability to choose the format that you would like and also have the option to save the document.

End Of Coui	rse Per	forman	ce Sum	mary	1
End Of Course Performa	ince Summary	1			
∲ 🖬 🔄	Choose the fe	ormat or save re	port		
×					
<b>▲</b>	<b></b>				
No.				End Of	Course
	Student Number	Last Name	First Name	Grade	As
				12	American / U
				12	
				12	American / U



## **Run End of Course Performance Summary**

Series by LACA

