

# Harmony 3

## End of Year Elementary Report Cards



### Promoted/Retained Status

At the end of the year, elementary teachers can flag a student as either promoted, retained, or assigned. They can add this status in two different ways.

First of all, they can go to Classroom...Skills Report Card and click on a student's name. This will bring up a form to add comments for each grading period. The Placement field is at the very bottom. The Placement selected will show at the bottom of report cards.

comments for grading period 4

Sustained Effort	Conduct	Responsibility	Respect
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Placement**

-select- ▼

-select-

Promoted

Retained

Assigned

Secondly, teacher may enter the Promoted/Retained status on the Placements. These are created in Classroom...by Homeroom by checkmarking a student and then going to Add New...Student Placement.

Harmony

Add new Create Class Expand all Collapse all Print selected Deselect all

Students Attendance Discipline Health Guidance Classroom

grade book plan calendar plans units all grade books **by homeroom** progress reports

Select

Add new record for selected students Close

Commonly Used Communication

Absence Discipline Record Parent Packet PDF Progress Report PDF Report Card PDF Report Card Skills PDF Report Card Standards PDF **Student placement**

Email Text message Letter

	Female	Total
Walker, Max		1
<input checked="" type="checkbox"/> Walker, Sue	1	1
Grade 2	0	4
King, Phillip	0	4
Walker, Mattingly Elizabeth		1
Walters, R		1
Windham, Kevin		1

This will generate a Placement that can be used to help the office determine the next year teacher. Teachers will fill out the data on the student, including the Placement.

Close Save

**Student placement for Sue Walker**

Grade: 1  
 Gender: Female  
 Average:  
**Placement: Promoted**  
 Role model: Yes  
 Title Reading: No  
 Title Math: No  
 IEP: No  
 High ability: No

Conflicts:  
 press and hold down the Ctrl key,  
 and then click each student  
 you want to select

Medical Issues: Yes  
 Discipline: None  
 Recommended teacher: Naas, Tyler  
 Next Year teacher: - select one -

Alli, Tori  
 Brinkley, Samantha  
 Meyer, D  
 Meyer, Mike  
 Walker, Camryn  
 Walker, Max  
 Walker, Sue

The status picked on either the Student Skills or the Student Placement will then appear at the bottom of any report card generated.

Central Elementary

Somewhere IN 46464  
812-777-5555

Brinkley, Samantha		Year 2013-2014			ID	111111006	
Somewhere, IN 46464					Grade	1	
					Teacher	Cooper, Lucy	

  

Subject	Teacher	1	2	Sem 1	3	4	Sem 2
Music	Cooper, Lucy						
Behavior	Cooper, Lucy						
Language Arts	Cooper, Lucy	C+	I	I			
Spelling	Cooper, Lucy						
Math	Cooper, Lucy	A-		A			
Reading	Cooper, Lucy	A		A			
Science	Cooper, Lucy						

  

Can count to 100

Can add

A+	99-100%	B-	88-89%	D	72-74%	U -	Unsatisfactory
A	97-98%	C+	85-87%	D-	70-71%	N -	Needs Improvement
A-	95-96%	C	80-84%	F	Below 70	I -	Improving
B+	93-94%	C-	77-79%	I	Incomplete	S -	Satisfactory
B	90-92%	D+	75-76%			E -	Excellent

  

Attendance Summary	Grading Period 1	Grading Period 2	Grading Period 3	Grading Period 4
Days Enrolled	30	61	50	51
Days Present	30	61	50	51
Days Absent	0	0	0	0
Times Tardy	0	0	0	0

Placement for Next Year - Promoted

Teacher Comments

Next Year Teacher

Next year teachers can also be displayed on end of year report cards. If you wish to have this on the report cards, this setting must be activated on your System Profile by the office.

The office will then need to assign next year teachers in the Rollover...Assign Teacher or the Rollover...Placement views. They can assign teachers for next year in these views without affecting any of the current year teacher assignments. These teacher assignments will then show on end of year report cards.

