

# Marks Verification-Students Achieve (Teachers)

Before your export date, print out and sign a class section summary – all classes or marks verification sheet from Students Achieve.

In the tabs at the top – Click:

- Analyze
- Classroom
- Student Analysis.

The screenshot shows the top navigation bar of the Students Achieve system. The 'Analyze' tab is highlighted in yellow. Below it, a dropdown menu is open, showing options: 'Classroom', 'School Wide', and 'Additional Reports'. Under 'Additional Reports', three sub-options are visible: 'Student Analysis', 'Class Summary', and 'View Student Comments by Curriculum Expectation'. To the right, there is a form for selecting school information: Schoolboard (Saskatchewan Rivers Scho), School (Homebase), School Year/Track (2011-2012), Teacher (Gunville, Sheri), and Class Section (English Langua-a (3)). 'Cancel' and 'Ok' buttons are at the bottom right. The 'STUDENTSach' logo is partially visible at the bottom.

Ensure the correct term is chosen, and click **Reports**

A dropdown menu is shown with the text 'Outcome Analysis / ABC Term 2'. A 'Reports' link is visible at the bottom right of the dropdown.

Choose the Marks Verification Summary

**Marks Verification Summary**  
Displays the results for all students in the class section for a specific layer (Term, Strand, Outcome, ...)

Click VIEW – Then Save as PDF

\*\*\*REPEAT FOR THE CHARACTERISTICS OF SUCCESSFUL LEARNERS\*\*\*

The screenshot shows a filter and view options bar. It includes four dropdown menus: 'Results Analysis:' (Outcome Analysis), 'Show Results from:' (Strand), 'Filter Type:' (Course), and 'Filter On:' (ABC Term 2). A 'View' button is to the right. Below the filters, there is a checkbox for 'Show Summary Value(s)'. At the bottom right, there are options for 'Portrait' orientation, 'Colour' printing, and a 'Save as Pdf' link.

A bar at the bottom will pop up – do you want to open or save? – Open or Save and Open, and when it opens, File>print and choose a printer (double side if desired) and print out this marks verification.

**Initial each column that is BLANK. SIGN the copy. HAND IN to your school administrator PRIOR TO EXPORT.**

# Marks Verification-Maplewood (School Admin. Or Teachers)

After your export is complete, print out and check marks verification sheets for completeness. **Programming codes are key.**

Teacher side:

Achievement reports – class button, class summary button, check current term, check all topics. Uncheck one student per page.

This either prints ONE class at a time, or the whole school (first to last).

From Maplewood ConnectEd (office): Students>Print Lists>Topic Based Reports. Choose Classes – first in list, last in list, current term, and all topics. Then VIEW.

Then you can view online and scan for empty columns – and you can save to PDF and save in a central location for teachers to scan online, or you can print and stuff the appropriate ones in each mailbox.

Menu > Achievement > Achievement Reports

## Achievement Reports

### Select Homerooms/Classes

Homeroom  Class

First: ARTS 2a Ms. Kaponyas

Last: SOC Ka Ms. Aitken

### Print Options

- One Student Per Page
- Include Weight
- Include Denominator
- Include Decimals at the Term Level
- Include Deleted Students
- Include Final Term
- Replace Student Name With...

### Report Information

Class Summary  Markbook Summary

	All	N
Sem1 Term2	<input type="checkbox"/>	<input type="checkbox"/>
Sem2 Term 1	<input type="checkbox"/>	<input type="checkbox"/>
Sem2 Term2	<input type="checkbox"/>	<input type="checkbox"/>
ABC Term 1	<input type="checkbox"/>	<input type="checkbox"/>
ABC Term 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ABC Term 3	<input type="checkbox"/>	<input type="checkbox"/>

### Topics

	All	N
Grade	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Programming	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Characteristics of Successful Learners	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Confidence	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Citizenship	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Responsibility	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Work Habits	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
English Language Arts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Viewing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Reading	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Representing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Speaking	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## Topic-Based Reports

### Select Homerooms/Classes

Homerooms

Classes

Start With:  Individual Homeroom  
ARTS 1 a  First in list

End With:  
SOC K b  Last in list

### Options

- One Student Per Page
- Include Class Average
- Include Comments
- Include Weight
- Include Denominator
- Include Date
- Include Item % of Total Mark
- Include Assessment Type
- Include Deleted Students
- Include decimals at the Term level
- Replace Student Name With Maplewood Number
- Include Published Only
- Include Final Term

### Print Method

Class Summary

#### Terms and Topics

##### Terms:

- Accumulated Mark
- Term 1
- Term 2
- Term 3

##### Topics:

- Characteristics of Successful Learners
- Work Habits
- Confidence
- Citizenship
- Responsibility
- Programming

Select All

UnSelect All

Markbook Summary

#### Term and Topic

##### Term:

##### Topic:

Sel. Markbook

Print

View

Done