



ProgressBook StudentInformation EZ Query Guide



StudentInformation

ProgressBook StudentInformation EZ Query Guide

(This document is current for v20.4.0 or later.)

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Change Log

The following Change Log explains by Product Version, Heading, Page, and Reason where changes in the *ProgressBook StudentInformation EZ Query Guide* have been made.

Product Version	Heading	Page	Reason
20.4.0	<i>"View Student's EMIS Reportable Data"</i>	15	Updated screenshots to reflect new user interface and that the Limited English Proficiency field has been renamed English Learner .
20.4.0	<i>"Compare Student's Home School and JVS Data"</i>	24	Updated screenshots to reflect new user interface and that the Limited English Proficiency field has been renamed English Learner .
20.0.0	<i>"Compare Student's Home School and JVS Data"</i>	24	Updated the Shared Student Data – EMIS - Graduate screenshot to reflect new fields.
20.0.0	<i>"SIS Student Search"</i>	65	Updated text to reflect the new Non-Public SSID checkbox for non-public districts and schools.
N/A	<i>"Add District Trusts"</i>	34	Removed note.

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Overview

The EZ Query menu provides access to StudentInformation data in read-only format.

***Note:** If you have the job function of Teacher in StudentInformation security, you can see data for your students (assigned to your course sections). In order to see other students, if you have the Teacher job function, any other job function, or no job function assigned, your user account must be set up either with the associated staff member impersonations or the option to **Allow Staff Members to view all Students in EZ Query** in order for you to see this data. For more information, see the ProgressBook StudentInformation Security Guide.*

- To view data for a single student, see [“Individual Student Data.”](#)
- To view classroom management resources, see [“Tools.”](#)
- To view reports, see [“Reports.”](#)

Individual Student Data

EZ Query's **EZ Students** screens let you view data for an individual student.

Note: *If you have the job function of Teacher in StudentInformation security, you can see data for your students (assigned to your course sections). In order to see other students, if you have the Teacher job function, any other job function, or no job function assigned, your user account must be set up either with the associated staff member impersonations or the option to **Allow Staff Members to view all Students in EZ Query** in order for you to see this data. For more information, see the ProgressBook StudentInformation Security Guide.*

Refer to the appropriate topic as follows:

- [“View Student’s Attendance”](#)
- [“View Student’s Contacts”](#)
- [“View Student’s Course History”](#)
- [“View Student’s Course Requests”](#)
- [“View Student’s Demographic Data”](#)
- [“View Student’s Discipline Records”](#)
- [“View Student’s EMIS Reportable Data”](#)
- [“View Student’s Enrollment History”](#)
- [“View Student’s School Medical Records”](#)
- [“View Student’s Memberships and Special Education Services”](#)
- [“View Student’s Schedule”](#)
- [“Compare Student’s Home School and JVS Data”](#)
- [“View Student’s Fees”](#)
- [“View Student’s Marks”](#)

View Student’s Attendance

Note: *For detailed information about student attendance, see the ProgressBook StudentInformation Attendance and Calendar Guide.*

Navigation: StudentInformation > EZ Query > EZ Students > Attendance

With a student in context, the **Attendance** screen displays the student’s overall attendance rate and attendance incidents broken out by attendance code in both pie chart and table format.

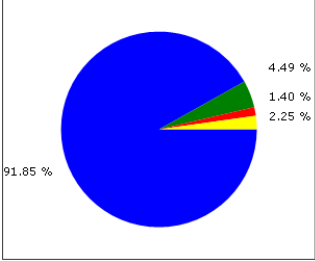
To view the student’s absence history for previous school years and buildings, click **View Absence History**.

StudentInformation > EZ Query > EZ Students > Attendance

Attendance

[View Absence History](#)

Attendance Rate



A pie chart showing the distribution of attendance types. The largest slice is blue, representing 'Present Days' at 91.85%. Other slices include 'EXCUSED - A' (green, 4.49%), 'UNEXCUSED - U' (red, 2.25%), and 'VACATION - X' (yellow, 1.40%).

Attendance Type	Percentage
Present Days -	91.85 %
EXCUSED - A	4.49 %
UNEXCUSED - U	2.25 %
VACATION - X	1.40 %

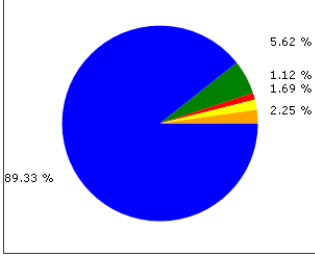
Totals

Description	Value
Present Days	163.50
EXCUSED	8.00
UNEXCUSED	2.50
VACATION	4.00

Date	Type	AM/PM	Comment	Reason	Note
Sep 23, 2015	EXCUSED		Religious Holiday		
Sep 24, 2015	EXCUSED		Religious Holiday		
Sep 29, 2015	PERMIT TO LEAVE	PM			
Dec 01, 2015	EXCUSED	PM			
Dec 16, 2015	EXCUSED		Out of Town		
Dec 21, 2015	PERMIT TO LEAVE	PM			
Dec 22, 2015	UNEXCUSED		Vacation (Not Pre-Arranged)		
Jan 07, 2016	EXCUSED	PM			
Feb 04, 2016	EXCUSED	PM			
Feb 05, 2016	UNEXCUSED	PM			
Mar 17, 2016	EXCUSED				
Apr 05, 2016	UNEXCUSED				
Apr 21, 2016	EXCUSED	PM			
Apr 26, 2016	EXCUSED				
May 12, 2016	EXCUSED				
Jun 03, 2016	VACATION				
Jun 06, 2016	VACATION				
Jun 07, 2016	VACATION				
Jun 08, 2016	VACATION				

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Attendance Incidents



A pie chart showing the distribution of attendance incidents. The largest slice is blue, representing 'Perfect Days' at 89.33%. Other slices include 'EXCUSED - A' (green, 5.62%), 'UNEXCUSED - U' (red, 2.25%), and 'VACATION - X' (yellow, 1.69%).

Attendance Type	Percentage
Perfect Days -	89.33 %
EXCUSED - A	5.62 %
UNEXCUSED - U	2.25 %
VACATION - X	1.69 %

Totals

Description	Absence Type	Total
Perfect Days		159
EXCUSED	A	10
PERMIT TO LEAVE	J	2
UNEXCUSED	U	3
VACATION	X	4

Absence History

StudentInformation > EZ Query > EZ Students > Attendance

Attendance

Return To Attendance

School Year	School	Days Attended	Days Absent Excused	Days Absent Unexcused	Days Partial
2015-2016		172.00	5.00	0.00	13.00

View Student's Contacts

Note: For detailed information about student contacts, see the ProgressBook StudentInformation Student and Registration Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Contact

1. With a student in context, on the **Contact** screen drop-down list, select the format in which you want to display information about the student's contacts.
2. (Optional) If you want this screen to default to your display format selection each time, click **Set As Default**.

StudentInformation > EZ Query > EZ Students > Contact

Contact

Select a Display Format From List:

AddressLabels	▼	Set As Default
AddressLabels		
AddressLine		
AddressLine2		
AddressLineGrid		
ExpandedAddress		
AddressLabelsLocal		

The contact information displays based on the display format you selected as follows:

Display Format – AddressLabels

StudentInformation > EZ Query > EZ Students > Contact

Contact

Select a Display Format From List:

AddressLabels

Primary
Amy Jones
6770 West Snowville Road
Brecksville, OH 44141
(555) 555-5555

Matthew Jones
6770 West Snowville Road
Brecksville, OH 44141
(555) 555-5555

Relative
Brienne Jones
6770 West Snowville Road
Brecksville, OH 44141
(555) 555-5555

Display Format – AddressLine

StudentInformation > EZ Query > EZ Students > Contact

Contact

Select a Display Format From List:

AddressLine

Type:	Primary
Name:	Amy Jones
Address:	6770 West Snowville Road
City, State Zip:	Brecksville, OH 44141
Telephone:	(555) 555-5555
Email Address:	FakeAddress@Software-Answers.com

Type:	
Name:	Matthew Jones
Address:	6770 West Snowville Road
City, State Zip:	Brecksville, OH 44141
Telephone:	(550) 555-5555
Email Address:	

Type:	Relative
Name:	Brianne Jones
Address:	6770 West Snowville Road
City, State Zip:	Brecksville, OH 44141
Telephone:	(555) 555-5555
Email Address:	FakeAddress@Software-Answers.com

Display Format – AddressLine2

StudentInformation > EZ Query > EZ Students > Contact

Contact

Select a Display Format From List:

AddressLine2

Type: Primary Name: Amy Jones Address: 6770 West Snowville Road City, State Zip: Brecksville, OH 44141 Telephone: (555) 555-5555 Email Address: FakeAddress@Software-Answers.com
Type: Name: Matthew Jones Address: 6770 West Snowville Road City, State Zip: Brecksville, OH 44141 Telephone: (555) 555-5555 Email Address:
Type: Relative Name: Brianne Jones Address: 6770 West Snowville Road City, State Zip: Brecksville, OH 44141 Telephone: (555) 555-5555 Email Address: FakeAddress@Software-Answers.com

Display Format – AddressLineGrid

StudentInformation > EZ Query > EZ Students > Contact

Contact

Select a Display Format From List:

AddressLineGrid

Type	Name	Address	City, State Zip	Telephone	Email Address
Primary	Amy Jones	6770 West Snowville Road	Brecksville, OH 44141	(555) 555-5555	FakeAddress@Software-Answers.com
	Matthew Jones	6770 West Snowville Road	Brecksville, OH 44141	(555) 555-5555	
Relative	Brianne Jones	6770 West Snowville Road	Brecksville, OH 44141	(555) 555-5555	FakeAddress@Software-Answers.com

Display Format – ExpandedAddress

StudentInformation > EZ Query > EZ Students > Contact

Contact

Select a Display Format From List:

ExpandedAddress

Type:	Primary
Name:	Amy Jones
House Number:	
Street Direction:	
Street Name:	
Street Type:	
Apartment - PO Box:	
Complex:	
City, State Zip:	Brecksville, OH 44141
Telephone:	(555) 555-5555
Email Address:	FakeAddress@Software-Answers.com

Type:	
Name:	Matthew Jones
House Number:	
Street Direction:	
Street Name:	
Street Type:	
Apartment - PO Box:	
Complex:	
City, State Zip:	Brecksville, OH 44141
Telephone:	(555) 555-5555
Email Address:	

Display Format – AddressLabelsLocal

The screenshot shows a web interface for selecting a display format. At the top, a breadcrumb trail reads "StudentInformation > EZ Query > EZ Students > Contact". Below this is the title "Contact". A section titled "Select a Display Format From List:" contains a dropdown menu with "AddressLabelsLocal" selected and a blue "Set As Default" button to its right. Below the dropdown, three address blocks are listed: "Primary" (Amy Jones), "Matthew Jones", and "Relative" (Brianna Jones). Each address block contains the same address: "6770 West Snowville Road, Brecksville, OH 44141, 5555555555".

View Student's Course History

Note: For detailed information about student course history, see the ProgressBook StudentInformation Course History, Class Rank, and Transcripts Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Course History

1. With a student in context, on the **Course History** screen drop-down list, select the format in which you want to display information about the student's course history.
2. (Optional) If you want this screen to default to your display format selection each time, click **Set As Default**.

The screenshot shows a web interface for selecting a display format. At the top, a breadcrumb trail reads "StudentInformation > EZ Query > EZ Students > Course History". Below this is the title "Course History". A section titled "Select a Display Format From List:" contains a dropdown menu with "CourseHistoryGradesGrid" selected and a blue "Set As Default" button to its right. The dropdown menu is open, showing four options: "CourseHistoryGradesGrid", "CourseHistoryGradesGridFinal", and "CourseHistoryMainGrid".

The course history information displays based on the display format you selected as follows:

Display Format – CourseHistoryGradesGrid

StudentInformation > EZ Query > EZ Students > Course History

Course History

Select a Display Format From List:

CourseHistoryGradesGrid

Grade	School Year	Course Name	Course Section	School
9	2014	DECISIONS IN LIVING	28	DOHS

Mark Type	Mark	Absences	Attempted Credit	Earned Credit
GP	A	0.00	0.25	0.25
GP	A	0.00	0.25	0.25
EX	A	0.00	0.00	0.00
AVG	A	0.00	0.50	0.50
GP	A	0.00	0.25	0.25
GP	A	0.00	0.25	0.25
EX	A	0.00	0.00	0.00
AVG	A	0.00	0.50	0.50
FIN	A	0.00	1.00	1.00

Grade	School Year	Course Name	Course Section	School
9	2014	ENGLISH 9	28	DOHS

Mark Type	Mark	Absences	Attempted Credit	Earned Credit
GP	B	0.00	0.25	0.25
GP	B	0.00	0.25	0.25
EX	A	0.00	0.00	0.00
AVG	B	0.00	0.50	0.50
GP	A	0.00	0.25	0.25
GP	A	0.00	0.25	0.25
EX	A	0.00	0.00	0.00
AVG	A	0.00	0.50	0.50
FIN	A	0.00	1.00	1.00

Display Format – CourseHistoryGradesGridFinal

StudentInformation > EZ Query > EZ Students > Course History Find Student

Course History

Select a Display Format From List:

CourseHistoryGradesGridFinal Set As Default

Grade	School Year	Course Name	Course Section	School	Mark Type	Mark	Absences	Attempted Credit	Earned Credit
9	2014	DECISIONS IN LIVING	28	DOHS					
9	2014	ENGLISH 9	28	DOHS					
9	2014	HEALTH 9	30	DOHS					
9	2014	WORLD HISTORY	29	DOHS					
9	2014	PRE-ALGEBRA	29	DOHS					
9	2014	ORCHESTRA I	25	DOHS					
9	2014	PHYSICAL SCIENCE I	26	DOHS					
9	2014	SPANISH 1	21	DOHS					
10	2015	TOWARD INDEPENDENCE	28	DOHS					
10	2015	AMERICAN LITERATURE	29	DOHS					
10	2015	AMERICAN HISTORY	30	DOHS					
10	2015	ALGEBRA I	27	DOHS					
10	2015	ORCHESTRA II	27	DOHS					
10	2015	PHYSICAL EDUCATION 201	27	DOHS					
10	2015	BIOLOGY	26	DOHS					
10	2015	SPANISH 2	24	DOHS					
11	2016	ACCOUNTING I	27	DOHS					
11	2016	ENGLISH III	27	DOHS					
11	2016	GEOMETRY	28	DOHS					
11	2016	ORCHESTRA III	21	DOHS					
11	2016	CHEMISTRY	24	DOHS					
11	2016	GOVERNMENT	26	DOHS					
11	2016	SPANISH 3	23	DOHS					
12	2017	COMPUTER APPLICATION	21	DOHS					
12	2017	ECONOMICS	22	DOHS					
12	2017	COMPOSITION	27	DOHS					
12	2017	ALGEBRA II	22	DOHS					
12	2017	ORCHESTRA IV	27	DOHS					
12	2017	MICROBIOLOGY	27	DOHS					

Display Format – CourseHistoryMainGrid

StudentInformation > EZ Query > EZ Students > Course History

Course History

Select a Display Format From List:

CourseHistoryMainGrid

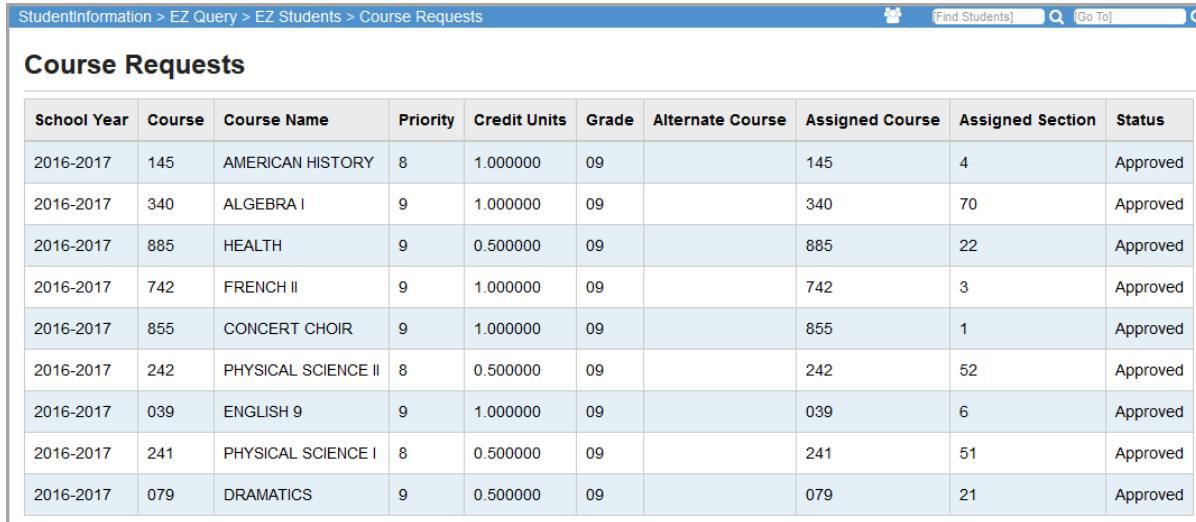
Grade	School Year	Course Name	Course Section	School
9	2014	DECISIONS IN LIVING	28	DOHS
9	2014	ENGLISH 9	28	DOHS
9	2014	HEALTH 9	30	DOHS
9	2014	WORLD HISTORY	29	DOHS
9	2014	PRE-ALGEBRA	29	DOHS
9	2014	ORCHESTRA I	25	DOHS
9	2014	PHYSICAL SCIENCE I	26	DOHS
9	2014	SPANISH 1	21	DOHS
10	2015	TOWARD INDEPENDENCE	28	DOHS
10	2015	AMERICAN LITERATURE	29	DOHS
10	2015	AMERICAN HISTORY	30	DOHS
10	2015	ALGEBRA I	27	DOHS
10	2015	ORCHESTRA II	27	DOHS
10	2015	PHYSICAL EDUCATION 201	27	DOHS
10	2015	BIOLOGY	26	DOHS
10	2015	SPANISH 2	24	DOHS
11	2016	ACCOUNTING I	27	DOHS
11	2016	ENGLISH III	27	DOHS
11	2016	GEOMETRY	28	DOHS
11	2016	ORCHESTRA III	21	DOHS
11	2016	CHEMISTRY	24	DOHS
11	2016	GOVERNMENT	26	DOHS
11	2016	SPANISH 3	23	DOHS
12	2017	COMPUTER APPLICATION	21	DOHS
12	2017	ECONOMICS	22	DOHS
12	2017	COMPOSITION	27	DOHS
12	2017	ALGEBRA II	22	DOHS
12	2017	ORCHESTRA IV	27	DOHS
12	2017	MICROBIOLOGY	27	DOHS

View Student's Course Requests

Note: For detailed information about student course history, see the ProgressBook StudentInformation Scheduling Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Course Requests

With a student in context, the **Course Requests** screen displays the student's current course requests.



School Year	Course	Course Name	Priority	Credit Units	Grade	Alternate Course	Assigned Course	Assigned Section	Status
2016-2017	145	AMERICAN HISTORY	8	1.000000	09		145	4	Approved
2016-2017	340	ALGEBRA I	9	1.000000	09		340	70	Approved
2016-2017	885	HEALTH	9	0.500000	09		885	22	Approved
2016-2017	742	FRENCH II	9	1.000000	09		742	3	Approved
2016-2017	855	CONCERT CHOIR	9	1.000000	09		855	1	Approved
2016-2017	242	PHYSICAL SCIENCE II	8	0.500000	09		242	52	Approved
2016-2017	039	ENGLISH 9	9	1.000000	09		039	6	Approved
2016-2017	241	PHYSICAL SCIENCE I	8	0.500000	09		241	51	Approved
2016-2017	079	DRAMATICS	9	0.500000	09		079	21	Approved

View Student's Demographic Data

Note: For detailed information about student demographics, see the ProgressBook StudentInformation Student and Registration Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Demographic

With a student in context, the **Demographic** screen displays the student's picture, basic demographic data, and admission data.

Demographic

Address:	1361 North Ave SADoc, OH 44320-0000
Phone:	(440) 433-8700
Unlisted:	Yes
Primary Student Contact:	Maldonado, Stephanie ,
Contact Type:	Mother
Gender:	FEMALE
Birthdate:	07/16/2000
Counselor:	
EMIS Situation:	5 - Resident attending Full Time
Grade:	12
School Year:	2017-2018
Homeroom:	DOHS106 Wallace_Albert
Disability Condition:	**
Program Code:	
Locker:	
Locker Combination:	
District of Residence IRN:	300430
Diploma Date:	
Ethnicity:	W
Schedule Priority:	5



20 Records Displayed [Back To Top](#)

School Year	Admitted	Admission Code	Withdrew	Withdraw Code	Withdrew To	Admitted From	Calendar
2015-2016	Jul 01, 2015	1					HS Default 2015
2016-2017	Jul 01, 2016	1					HS Default 2016
2017-2018	Jul 01, 2017	1					HS Default 2017

View Student's Discipline Records

Note: For detailed information about discipline, see the ProgressBook StudentInformation Discipline Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Discipline

With a student in context on the **Discipline** screen, review the student's discipline data.

StudentInformation > EZ Query > EZ Students > Discipline Find Students] Q Go To]

Discipline

Incident Number: 122649 **Name:** Test **Date:** 04/03/2017 **Building:** Ashland High School **Grade:** 09 **Homeroom:** -

Referred By: JARED FITZPATRICK (Staff) **Place:** On School Property **Location:** GYM **Needs Letter:** No **Against Property:** No

Description: Testing

Infraction	Policy	Policy/Infraction Comment
Caught smoking	RULE 6-TOBACCO,ALCOHOL,DRUGS	

Action	Start Date	End Date	Duration	Demerits	Served	Modified Expulsion	Received Services	Action Comment
In-School Suspension			1.50		Yes	No	No	

Parent Involvement	Name	Address	Phone	Email	Date	Parent Involvement Comment
There are no records to display						

View Student's EMIS Reportable Data

Note: EMIS reportable data for years prior to FY09 is not available on this screen.

Note: For detailed information about student EMIS reportable data, see the ProgressBook StudentInformation Student and Registration Guide.

Navigation: StudentInformation > EZ Query > EZ Students > EMIS Demographic

With a student in context, on the **EMIS Demographic** screen, in the **Choose data to view** drop-down list, select the type of EMIS data you want to display for the student. The selections, with the exception of **EMIS - Student**, are based on student profile tabs containing EMIS reportable data.

The EMIS information displays based on your selection as follows:

EMIS Reportable Data – From FS - Standing Tab of Profile

StudentInformation > EZ Query > EZ Students > EMIS Demographic

EMIS Demographic

From this screen users can view a student's EMIS data.

Choose data to view: FS - Standing

FS Standing List:

	Start Date	Withdraw Date	Withdraw Reason	EMIS Situation	District Relationship	District Of Residence	How Received	How Received IRN	Percent Of Time	Attending Building IRN	Sent To Reason 1	Sent To IRN 1	Sent To % Of Time 1
Q	7/1/2020		**	100	1	045831	9	045831	100	001081	NA	*****	0

FS Standing Detail:

Effective Start Date: 7/1/2020

EMIS Id: A12345678 State Student Id: GI1123456

District Admission Date: 7/1/2018 Admission Reason: 3 - Student transferred from nonpublic school in Ohio
 Admitted From IRN: 999999 Withdraw Reason: ** - Not Applicable, Did not withdraw/was not truant

District Withdraw Date: District Withdrawn To IRN: *****

EMIS Situation: 100 - 100 - non-res open enrolled

District Relationship: 1 - Stud. rcvg instr. in whole/part from rep. dist District of Residence: 123456 - Frontline Local SD
 How Received: 9 - Non-resident, open enrollment student, inter-district How Received IRN: 123456 - Frontline Local SD
 Percent of Time: 100 Tuition Type: N - Non-tuition student (default)
 Attending Building IRN: 654321 - ProgressBook High School Assigned Building IRN: *****
 County of Residence: 03 - ProgressBook

Sent To 1 Reason: NA - Not sent to another district Sent To 2 Reason: NA - Not sent to another district
 IRN: ***** IRN: *****
 Percent of Time: 0 Percent of Time: 0

EMIS Reportable Data – From FS - Attendance Tab of Profile

StudentInformation > EZ Query > EZ Students > EMIS Demographic

EMIS Demographic

From this screen users can view a student's EMIS data.

Choose data to view: FS - Attendance

FS Attendance List:

	Start Date	Withdraw Date	Withdraw Reason	Oct CW Attendance Days	Oct CW Excused Absence Days	Oct CW Unexcused Absence Days	School Year Attendance Days	School Year Excused Absence Days	School Year Unexcused Absence Days	Other SY Attendance Days	Other SY Excused Absence Days	Other SY Unexcused Absence Days
Q	7/1/2020		**	0.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00	0.00

FS Attendance Detail:

Effective Start Date: 7/1/2020 District Withdraw Date: District Withdraw Reason: ** - Not Applicable, Did not withdraw/was not truant

October Count Week
 Attendance Days: 0.00
 Excused Absence Days: 0.00
 Unexcused Absence Days: 0.00
 Non-Attending Reason:

School Year Other Entity School Year
 Attendance Days: 150.00 Attendance Days: 0.00
 Excused Absence Days: 0.00 Excused Absence Days: 0.00
 Unexcused Absence Days: 0.00 Unexcused Absence Days: 0.00

EMIS Reportable Data – From FD - Attributes Tab of Profile

StudentInformation > EZ Query > EZ Students > EMIS Demographic

EMIS Demographic

From this screen users can view a student's EMIS data.

Choose data to view:

FD Attributes List:

	Start Date	Withdraw Date	Withdraw Reason	St. Eq. Gr. Level	Disability	504 Plan	Disadvantage	Free/Reduced Lunch	LEP	Migrant Status	Immigrant Status	Preschool Poverty
Q	3/31/2021		**	11	02	N	3	Free	N	N	N	N
Q	7/1/2020		**	11	02	N	2	Reduced	N	N	N	N

FD Attributes Detail:

Effective Start Date: 3/31/2021

District Withdraw Date: Withdraw Reason: ** - Not Applicable, Did not withdraw/was not truant
State Equivalent Grade Level: 11 - Eleventh Grade

Disability Condition: 02 - Deaf-Blindness Section 504 Plan: N - No

Disadvantage: 3 - Both Economic and Academic Disadvantage (CTE students only) Free / Reduced Lunch Status: Free

English Learner: N - No, the student is not an English Learner LEP Reclass Date:

Homeless Status: B - Unsheltered Homeless Unaccompanied Youth: N - No

Migrant Status: N - No Immigrant Status: N - No

Foreign Exchange Graduation Plan*: - Not Applicable - not a foreign exchange student

Reporting Calendar: (DFLT) Default HS Preschool Poverty Level: N - Not a Preschool student

Attendance Pattern: ** - Not Applicable

EMIS Reportable Data – From FN - Attributes Tab of Profile

StudentInformation > EZ Query > EZ Students > EMIS Demographic

EMIS Demographic

From this screen users can view a student's EMIS data.

Choose data to view:

FN Attributes Detail:

EMIS Grade Next Year: 12 - Twelfth Grade

Retained Status: * - Student was not retained at the end of the previous school year

Oct Childcount IEP Outcome: IE15 - Special education outside regular class more than 60% of the day

Military Student: * - Not Applicable (Not a Military Student)

Fiscal Year Began 9th: 2019

CTE Program Area: 1 - Agricultural and Environmental Systems Tech Prep Completer: N

CTE Program of Concentration: A1 - Industrial Power Technology

Majority Of Attendance IRN: 654321 - ProgressBook High School Accountability IRN: *****

Report to EMIS: Yes

EMIS Reportable Data – From FN - Graduate Tab of Profile

StudentInformation > EZ Query > EZ Students > EMIS Demographic

EMIS Demographic

From this screen users can view a student's EMIS data.

Choose data to view: FN - Graduate ▼

FN Attributes Detail:

CORE Economics and Financial Literacy Requirement Met:	Y - District has determined this student met requirement
CORE Fine Arts Requirement Met:	Y - District determined this student met requirement
CORE Graduation Requirement Exemption:	*
Exempted from Physical Education Graduation Requirement:	N - District not adopted policy or student has not met all of policy re
Graduation Date:	
Diploma Type:	* - Not Applicable
OGT Graduation Alternative:	0 - OGT Graduation Alternative
Military Compact Graduation Alternative:	0

EMIS Reportable Data – EMIS - Student (Not From Profile)

StudentInformation > EZ Query > EZ Students > EMIS Demographic

EMIS Demographic

From this screen users can view a student's EMIS data.

Choose data to view: EMIS - Student ▼

EMIS - Student Detail:

Legal First Name:
 Legal Middle Name:
 Legal Last Name:
 Mother's Maiden Name:

Birthplace City:	ProgressBook
Birthdate:	8/27/2004
Age:	16
Gender:	M - Male

Ethnicity:	W - White, Non-Hispanic
Native Language:	ENG
Home Language:	ENG

View Student's Enrollment History

Note: EMIS enrollment data for years prior to FY09 is not available on this screen.

Note: For detailed information about student enrollment, see the ProgressBook StudentInformation Student and Registration Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Enrollment

With a student in context, the **Enrollment** screen displays the student's enrollment history for all school years for which the student was enrolled in a school or district using StudentInformation.

StudentInformation Enrollment						
Year	Year Type	Date	Event	School	Calendar	Admission/Withdraw Code
2012 - 2013	Regular	Jul 01, 2012	District Admission	SADoc		
2012 - 2013	Regular	Jul 01, 2012	Building Admission	SADoc Elementary School	ES12	Only school dist attended, inc tranfer within dist
2013 - 2014	Regular	Jul 01, 2013	Building Admission	SADoc Elementary School	ES13	Only school dist attended, inc tranfer within dist
2014 - 2015	Regular	Jul 01, 2014	Building Admission	SADoc Elementary School	ES14	Only school dist attended, inc tranfer within dist
2015 - 2016	Regular	Jul 01, 2015	Building Admission	SADoc Elementary School	ES15	Only school dist attended, inc tranfer within dist
2016 - 2017	Regular	Jul 01, 2016	Building Admission	SADoc Elementary School	ES16	Only school dist attended, inc tranfer within dist
2017 - 2018	Regular	Jul 01, 2017	Building Admission	SADoc Middle School	MS17	Only school dist attended, inc

EMIS Enrollment																
Start Date	Withdraw Date	Withdraw Reason	EMIS Situation	District Relationship	District Of Residence	How Received	How Received IRN	Tuition Type	Percent Of Time	Attending Building IRN	Sent To Reason 1	Sent To IRN 1	Sent To % Of Time 1	Sent To Reason 2	Sent To IRN 2	Sent To % Of Time 2
8/1/2016		**	5	1	300430	*	*****	N	100	300431	NA	*****	0	NA	*****	0
8/1/2015		**	5	1	300430	*	*****	N	100	300431	NA	*****	0	NA	*****	0
8/1/2014		**	5	1	300430	*	*****	N	100	300431	NA	*****	0	NA	*****	0
8/1/2013		**	5	1	300430	*	*****	N	100	300431	NA	*****	0	NA	*****	0
8/1/2012		**	5	1	300430	*	*****	N	100	300431	NA	*****	0	NA	*****	0

View Student's School Medical Records

Note: For detailed information about student medical information, see the ProgressBook StudentInformation Student Medical Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Medical

With a student in context, the **Medical** screen displays any information about the student's medical alerts, medication to be taken at school, health screening done by the school, and immunization records.

Note: *Private Notes* do not display in the student **Medical Alerts** grid.

StudentInformation > EZ Query > EZ Students > Medical Find Students) [Go To]

Medical

Medical Alerts

Date	Alert Description	Priority	Starting Date	Ending Date	Author	Life Threatening
Apr 28, 2015	ALLERGY ASTHMA	5	Aug 14, 2014		ashc_vmiller	

Student Medication

Date Received	Requires Refrigeration	Medication	Dosage	Doctor	Comments	Expiration Date
There are no records to display						

Vision Screening

Exam Date	Glasses / Contacts	Eyesight	Plus Lenses	Nearsighted / Farsighted	Muscle Balance	Color Blindness	Stereopsis	Referral Date	Comments
Sep 25, 2012	N	R - 30 L - 30	N	Near - P Far - P	Near - Far -	N	N		

Scoliosis Screening

Exam Date	Result Code	Comments
Jan 17, 2014	P	
Jan 17, 2012	P	

Dental Screening

Exam Date	Private Exam	Mouthwash	Referral Date	Special Services Rendered	Findings
Sep 09, 2015	<input type="checkbox"/>	<input checked="" type="checkbox"/>			no cavities; redness of gums, check again in 2 months

Growth Screening

Height	Weight	BMI	Blood Pressure	Exam Date	Comments
62.0	130	23.8	110/70	Feb 10, 2014	

Hearing Screening

Exam Date	Left Ear	Right Ear	Comments
Sep 25, 2012	P	P	

Immunizations

Date	Name	Comments	Waiver
Jul 07, 2011	DPT		<input type="checkbox"/>
Apr 20, 2005	TB	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Jul 06, 2004	OPV	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Jul 06, 2004	DPT	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Jul 06, 2004	MMR	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Sep 26, 2001	DPT	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Apr 11, 2001	MMR	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Apr 11, 2001	HEP	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Oct 25, 2000	OPV	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Oct 25, 2000	DPT	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Aug 23, 2000	OPV	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Aug 23, 2000	DPT	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Aug 23, 2000	HEP	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Jun 21, 2000	OPV	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Jun 21, 2000	DPT	TB SURVEY NOT AT RISK	<input type="checkbox"/>
Jun 21, 2000	HEP	TB SURVEY NOT AT RISK	<input type="checkbox"/>

16 Records Displayed [Back To Top](#)

Physical Screening

Exam Date	Referral Date	Special Services Rendered	Findings	Pass Exam
There are no records to display				

View Student's Memberships and Special Education Services

Note: For detailed information about student memberships, see the ProgressBook StudentInformation Student and Registration Guide.

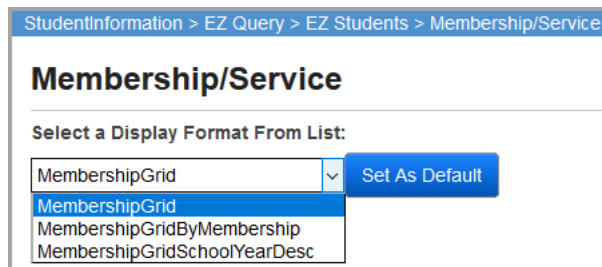
Navigation: StudentInformation > EZ Query > EZ Students > Membership/Service

1. With a student in context, on the **Membership/Service** screen, in the **Select a Display Format From List** drop-down list, select the format in which you want to display information about the student's memberships and special education services:

- **MembershipGrid** – Sorts by membership or special education service code (ascending), then by school year (for multiple memberships with the same code).
- **MembershipGridByMembership** – Sorts by membership or special education service code (descending), then by school year (for multiple memberships with the same code).
- **MembershipGridSchoolYearDesc** – Sorts by school year (descending), then by membership or special education service code (descending).

Note: If FY12 or earlier is in context, this screen is named **Membership**.

2. (Optional) If you want this screen to default to your display format selection each time, click **Set As Default**.



The membership/special education information displays based on the display format you selected as follows:

**Memberships and Special Education Services –
MembershipGrid**

StudentInformation > EZ Query > EZ Students > Membership/Service

Membership/Service

Select a Display Format From List:

MembershipGrid

Membership/Service	School Year	Description
CHORUS	2012	Chorus
CHORUS	2013	Chorus
CHORUS	2014	Chorus
CHORUS	2015	Chorus
BoysBB	2016	Boy's Basketball Team
CHORUS	2016	Chorus
BoysBB	2017	Boy's Basketball Team
CHORUS	2017	Chorus

**Memberships and Special Education Services –
MembershipGridByMembership**

StudentInformation > EZ Query > EZ Students > Membership/Service

Membership/Service

Select a Display Format From List:

MembershipGridByMembership

Membership/Service	School Year	Description
CHORUS	2012	Chorus
CHORUS	2013	Chorus
CHORUS	2014	Chorus
CHORUS	2015	Chorus
CHORUS	2016	Chorus
CHORUS	2017	Chorus
BoysBB	2016	Boy's Basketball Team
BoysBB	2017	Boy's Basketball Team

**Memberships and Special Education Services –
MembershipGridSchoolYearDesc**

StudentInformation > EZ Query > EZ Students > Membership/Service

Membership/Service

Select a Display Format From List:

MembershipGridSchoolYearDesc

Membership/Service	School Year	Description
BoysBB	2017	Boy's Basketball Team
CHORUS	2017	Chorus
BoysBB	2016	Boy's Basketball Team
CHORUS	2016	Chorus
CHORUS	2015	Chorus
CHORUS	2014	Chorus
CHORUS	2013	Chorus
CHORUS	2012	Chorus

View Student's Schedule

Note: For detailed information about student schedules, see the ProgressBook StudentInformation Student and Registration Guide and ProgressBook StudentInformation Scheduling Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Schedule

1. With a student in context, on the **Schedule** screen, select the **Type(s)** of course section assignments you want to view for this student and the **Fields to Display** in the grid.
2. Click **Display**.

The student's current course schedule displays based on the options you selected.

StudentInformation > EZ Query > EZ Students > Schedule Find Students

Schedule

From this screen, you can view a student's schedule.

[Hide Filter & Display Options]

Type: Assigned Dropped Removed

Fields to Display:

Group Code Group Name Group Section Course Code Course Name Course Section Meeting Time Desc Location Code Location Name

Term Code Term Name Assignment Status Start Date Stop Date Period Code Period Name Teacher

Course	Course Name	Crs Sec	Mtg Time	Teacher	Term Name	Start	End
MAT101	PRE-ALGEBRA	11	Block 1 - RM 181	Lois Bradley	All Year	08/01/2016	
SCI101	PHYSICAL SCIENCE I	14	Block 2 - RM 185	Phyllis Harper	All Year	08/01/2016	
ENG101	ENGLISH 9	19	Block 3 - RM 178	Craig Snyder	All Year	08/01/2016	
HEA101	HEALTH 9	18	Block 4 - RM 189	Paula Carpenter	All Year	08/01/2016	
HIS101	WORLD HISTORY	11	Block 5 - RM 178	Craig Snyder	All Year	08/01/2016	
SP101	SPANISH 1	14	Block 6 - RM 187	Norma Riley	All Year	08/01/2016	
MUS102	CHOIR I	13	Block 7 - RM 183	Tina Andrews	All Year	08/01/2016	
CAR101	DECISIONS IN LIVING	18	Block 8 - RM 176	Jesse Carroll	All Year	08/01/2016	

Compare Student's Home School and JVS Data

Note: Before you can view and compare data from the JVS, your school district must set up the JVS as a trusted district. For information on this setup, see ["Add District Trusts."](#)

Note: Data for years prior to FY09 is not available on this screen.

Navigation: StudentInformation > EZ Query > EZ Students > Shared Student Data

1. With a student in context, on the **Shared Student Data** screen, in the **Choose trusted district and school** drop-down list, select the student's JVS district for which you want to view data about the student.

2. In the **Choose data to review** drop-down list, select one of the following types of data that you want to compare for the student:
 - Addresses and Primary Contact
 - Daily Absences
 - General/Additional
 - EMIS - FS
 - EMIS - FD
 - EMIS - FN
 - EMIS - Graduate
 - Schedule
 - Assessments
 - Course History
 - Special Education Events

StudentInformation > EZ Query > EZ Students > Shared Student Data

Choose trusted district and school: Frontline JVS District - Frontline JVS ▾

First	Middle	Last	State Student Id
John	Jack	Miller	SR1234567

Choose data to review: Daily Absences ▾

The data from both your school and the student’s JVS school displays for the school year in context based on the type of data you selected to compare.

If you select **Addresses and Primary Contact**, comparative residence address data displays. You can view mailing address information or primary contact information by selecting the appropriate option in the **Address or Primary Contact** drop-down list.

Choose data to review: Addresses and Primary Contact ▾

Address or Primary Contact: Residence Address ▾

Data Item	Frontline High School	Frontline JVS District - Frontline JVS
Address	1234 St	1234 St
Address 2		
City	ProgressBook	ProgressBook
State	OH	OH
Zip	12345	12345
Is Unlisted	No	No
Home Phone	111-222-3333	111-222-3333
Student Email	email@progressbook.com	email@progressbook.com

If you select **Daily Absences**, the **Attendance Hours Summary** grid displays, containing the student’s data from the attendance calculator, and comparative absence data displays below this grid for the period from the master calendar’s start date to today’s date. You can select a different date range by entering or selecting different dates in the **Absences From** and **Absences To** fields and then clicking **Filter**.

Note: The comparative absence data does not display period absences.

Shared Student Data – Daily Absences

Choose data to review:

Attendance Hours Summary

	Total Excused Hours	Total Unexcused Hours
Frontline High School	0.00	0.00
Frontline JVS	0.00	0.00
Total Hours	0.00	0.00

Absences From: Absences To:

Date	Frontline High School					Frontline JVS District - Frontline JVS				
	Level	Type	Reason	In	Out	Level	Type	Reason	In	Out
Mar 11, 2021						Full Absence	UNEXCUSED			
Mar 08, 2021						Full Absence	UNEXCUSED			
Mar 02, 2021						Full Absence	UNEXCUSED			

Shared Student Data – General/Additional

Choose data to review:

Data Item	Frontline High School	Frontline JVS District - Frontline JVS
Student Status:	ACTIVE RES	ACTIVE RES
Overall Student Status:	Active	Active
Ethnicity:	White	White
Gender:	M	M
Citizenship:	United States citizen	
Country of Origin:	United States Of America	United States Of America
Native Language:	English (Default)	English (Default)
Home Language:	English	English
Birth Date	11/05/2003	11/05/2003
Birth Date Verification Code:	B	B
Birthplace City:	ProgressBook	ProgressBook
Building Grade Level:	11	11
Next Grade Level:	12	12
Include In Honor Roll:	Yes	Yes
Include In Ranking:	Yes	Yes
Graduation Year:		
Counselor	Smiles, Mary	Campbell, Lisa
Program:		Auto Tech 1
Home School IRN:		654321
Home School Name:		Frontline High School
Community Service Hours:		
Report To EMIS:	True	True
Legal First Name:		
Legal Middle Name:		
Legal Last Name:		
Legal Last Name Suffix:		

If you select **EMIS - FS**, comparative data about the student’s FS record displays for a particular effective date during the school year in context. To view this comparative data for a different date on which the student’s FS record changed, in the **Effective Date** drop-down list, select a different date.

Shared Student Data – EMIS - FS

Effective Date:

Data Item	Frontline High School	Frontline JVS District - Frontline JVS
Effective Start Date	07/01/2020	07/01/2020
District Admission Date	08/24/2011	07/01/2020
Admitted from IRN	123456	*****
District Withdraw Date		
Withdrawn to IRN	*****	*****
Admission Reason	7 - Not newly enrolled in this school district	1 - Student transferred from home school in Ohio
District Withdraw Reason	** - Not Applicable, Did not withdraw/was not truant	** - Not Applicable, Did not withdraw/was not truant
EMIS Situation	5 - Resident attending Full Time	302 - Regular student attending JVS F/T or P/T
District Relationship	1 - Stud. rcvg instr. in whole/part from rep. dist	1 - Stud. rcvg instr. in whole/part from rep. dist
How Received	* - Not Applicable	* - Not Applicable
Percent of Time	100	100
Attending Building IRN	654321 - Frontline High School	123456 - Frontline Career Center
District of Residence	665432 - Frontline Local SD	665432 - Frontline Local SD
County Of Residence	03 - Frontline	03 - Frontline
How Received IRN	*****	*****
Tuition Type	N - Non-tuition student (default)	N - Non-tuition student (default)
Assigned Building IRN	*****	*****
Sent To 1 Reason	NA - Not sent to another district	NA - Not sent to another district
Sent To 1 IRN	*****	*****
Sent To 1 Percent of Time	0	0
Sent To 2 Reason	NA - Not sent to another district (default)	NA - Not sent to another district (default)
Sent To 2 IRN	*****	*****
Sent To 2 Percent of Time	0	0
Current Entity Attendance Days	156.00	161.00
Current Entity Attendance Hours	1014.00	925.75
Current Entity Excused Absence Days	0.00	0.00
Current Entity Excused Absence Hours	0.00	0.00
Current Entity Unexcused Absence Days	0.00	0.00
Current Entity Unexcused Absence Hours	0.00	0.00
Other Entity Attendance Days	0.00	0.00
Other Entity Attendance Hours	0.00	0.00
Other Entity Excused Absence Days	0.00	0.00
Other Entity Excused Absence Hours	0.00	0.00
Other Entity Unexcused Absence Days	0.00	0.00
Other Entity Unexcused Absence Hours	0.00	0.00

Individual Student Data

If you select **EMIS - FD**, comparative data about the student’s FD record displays for a particular effective date during the school year in context. To view this comparative data for a different date on which the student’s FD record changed, in the **Effective Date** drop-down list, select a different date.

Shared Student Data – EMIS - FD

Choose data to review:

Effective Date:

Data Item	Frontline High School	Frontline JVS District - Frontline JVS
Effective Start Date	07/01/2020	07/01/2020
District Withdraw Date		
District Withdraw Reason	** - Not Applicable, Did not withdraw/was not truant	** - Not Applicable, Did not withdraw/was not truant
Disability Condition	** - Not Applicable	** - Not Applicable
Disadvantage	1 - Economic Disadvantage	* - Not Applicable
English Learner	N - No, the student is not an English Learner	N - No, the student is not an English Learner
LEP Reclass Date		
Homeless Status	* - Not Applicable	* - Not Applicable
Section 504 Plan	N - No	N - No
Unaccompanied Youth	N - No	N - No
Migrant Status	N - No	N - No
Immigrant Status	N - No	N - No
Foreign Exchange Graduation Plan	* - Not Applicable - not a foreign exchange student	* - Not Applicable - not a foreign exchange student
Preschool Poverty Level	N - Not a Preschool student	N - Not a Preschool student
Reporting Calendar	DFLT - Default	DFLT - Default
Attendance Pattern	** - Not Applicable	** - Not Applicable
State Equivalent Grade Level	11	11

Shared Student Data – EMIS - FN

Choose data to review:

Data Item	Frontline High School	Frontline JVS District - Frontline JVS
Grade Level Next Year	12 - Twelfth Grade	12 - Twelfth Grade
Oct Childcount IEP Outcome	**** - No Change from latest IEP reported to ODE	**** - No Change from latest IEP reported to ODE
Fiscal Year Began 9th	2019	2019
Majority Of Attendance IRN	*****	*****
Military Student	* - Not Applicable (Not a Military Student)	* - Not Applicable (Not a Military Student)
CTE Program Area		
CTE Program of Concentration	** - Student is not a concentrator in any CTE Program	** - Student is not a concentrator in any CTE Program
Retained Status	* - Student was not retained at the end of the previous school year	* - Student was not retained at the end of the previous school year
TGRG Reading Diagnostic Result	** - Not Required	** - Not Required

SharedStudent Data – EMIS - Graduate

Choose data to review: ▼

Data Item	Frontline High School	Frontline JVS District - Frontline JVS
CORE Economics and Financial Literacy Requirement Met	N - District has not determined this student met requirement	N - District has not determined this student met requirement
CORE Fine Arts Requirement Met	N - District has not determined this student met requirement	N - District has not determined this student met requirement
CORE Graduation Requirement Exemption	*	*
Exempted From Physical Education Graduation Requirement	N - District not adopted policy or student has not met all of policy re	N - District not adopted policy or student has not met all of policy re
Diploma Date		
Diploma Type	* - Not Applicable	* - Not Applicable
OGT Graduation Alternative	0 - OGT Graduation Alternative	0 - OGT Graduation Alternative
Military Compact Graduation Alternative	0	0
Is Grad Only	N	N
Grad Only - Courses Completed IRN		
Grad Only - Courses Completed Date		
Proficient Foreign Language(s)		

Individual Student Data

If you select **Schedule**, comparative schedule data for the student displays. If you want to filter the display, click **Show Filter & Display Options**. Then select the status **Type(s)** of course section assignments you want to view for this student and the **Fields to Display** in the grid, and click **Display**.

Shared Student Data – Schedule

Choose data to review:

[\[Show Filter & Display Options\]](#)

Frontline High School

Course	Course Name	Section	Meeting Time	Teacher	Term Name	Start	Stop
331	Band	8	8 (32)	Paul Miller	All Year	08/24/2020	

Frontline JVS District - Frontline JVS

Course	Course Name	Section	Meeting Time	Teacher	Term Name	Start	Stop
AT1 BRAKING	AT1 BRAKING/SUSPENSION/STEER	1	1,2,3,4A,4B	Lewis Carroll	1st Semester Only	08/31/2020	
AT1 ELECTRICAL	AT1 ELECTRICAL/ELECTRONICS	1	1,2,3,4A,4B	Lewis Carroll	2nd Semester Only	01/19/2021	

Show Filter & Display Options

[\[Hide Filter & Display Options\]](#)

Type: Assigned Dropped Removed

Fields to Display:

Course Code Course Name Course Section Meeting Time Desc Location Code Location Name Teacher

Term Code Term Name Assignment Status Start Date Stop Date Period Code Period Name

If you select **Assessments**, you can view comparative assessment score data for the student. To view this data, in the filter and display options area, select the checkbox beside each assessment score you want to view.

Choose data to review:

[Hide Filter & Display Options]

All Assessments

All Early Learning Assessments

- KRA (GO)
- Preschool COS (GM)
- Preschool ELA (GB)

All State Assessments

- DPR Growth (GD)
- End of Course Exams (GE)
- Next Generation Grades 3-8 (GN)
- OGT (GX)
- Ohio Achievement (OAA) (GA)

All CTE Assessments

- CTE Industry Assessment (OCTCA/WebXam GY)
- CTE Industry Credential (GW)
- WorkKeys (WK)

All Non-State Assessments

- ACT (AC)
- Advanced Placement Exams (AP)
- International Baccalaureate (IB)
- OELPA (GF)
- PLAN
- PSAT
- SAT (SA) Reasoning Tests
- SAT Subject Tests

Frontline JVS

CTE Student Assessment Portfolio (OCTCA)

Test Date	CTE Teaching Assessment Code	Reason Portfolio Score Not Reported	CTE Teaching Professions Portfolio Score
<i>There are no records to display</i>			

CTE Student Assessment Technical (OCTCA)

Test Date	CTE Assessment Code	CTE Technical Assessment Score Not Reported	CTE Technical Score
4/1/2020	EFN1 - Health Science and Technology	X	A
4/1/2020	EFT0 - Human Anatomy and Physiology	X	A
4/1/2020	EGE0 - Medical Terminology	X	A

End of Course Exam

Test Date	Required Test Type	Assessment Area	Score Not Reported	Accommodations	Score	Performance Level
12/1/2019	STR	Algebra 1	*	Y2	650	1
12/1/2019	STR	American / United States Government	*	Y2	691	2
12/1/2019	STR	American / United States History	*	Y2	681	1
12/1/2019	STR	Biology	*	Y2	672	1

Frontline High School

CTE Student Assessment Portfolio (OCTCA)

Test Date	CTE Teaching Assessment Code	Reason Portfolio Score Not Reported	CTE Teaching Professions Portfolio Score
<i>There are no records to display</i>			

CTE Student Assessment Technical (OCTCA)

Test Date	CTE Assessment Code	CTE Technical Assessment Score Not Reported	CTE Technical Score
<i>There are no records to display</i>			

Individual Student Data

If you select **Course History**, comparative course history data for the student displays for all school years and credit types. If you want to filter the display, select the school year(s) and credit type(s) to include by moving them from the associated dual listboxes on the left to the ones on the right, select the checkbox beside each type of manual course record you want to view (**Is High School Credit**, **Include in GPA**, and/or **Include in Total Credits**), and click **Display**.

Choose data to review: Course History

[\[Hide Filter & Display Options\]](#)

Include School Years:

School Years Available
 2020-2021
 2018-2019
 2017-2018
 2016-2017
 2015-2016

School Years Selected:

2019-2020

Credit Type(Home District):

Credit Type Available
 Not Used
 Progress 2
 Progress 3
 Progress 4
 Earned

Credit Type Selected:

Progress 1

Credit Type(Shared District):

Credit Type Available
 Not Used
 Progress 1
 Progress 2
 Progress 3
 Progress 4

Credit Type Selected:

(Empty)

Show 'Is High School Credit' Courses Only:
 Show 'Include in GPA' Courses Only:
 Show 'Include in Total Credits' Courses Only:

Display

Frontline High School

School	School Year	Grade	Term Code	Course Code	Course Name	Mark Type	Mark	Attempted Credits	Earned Credits	Course CORE Subject Area	Course Is High School Credit	Course Include in GPA	Course Include in Total Credits
Frontline High School	2019-2020	10	GP2	ON888	Health Online	Grading Period	B+	0.25000		HTH	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Frontline High School	2019-2020	10	GP1	ON888	Health Online	Grading Period	A-	0.25000		HTH	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Frontline High School	2019-2020	10	GP3	ON555	Anatomy & Physiology II	Grading Period	B	0.25000		SCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Frontline High School	2019-2020	10	GP2	ON558	Anatomy & Physiology I	Grading Period	A-	0.25000		SCO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Frontline JVS District - Frontline JVS

School	School Year	Grade	Term Code	Course Code	Course Name	Mark Type	Mark	Attempted Credits	Earned Credits	Course CORE Subject Area	Course Is High School Credit	Course Include in GPA	Course Include in Total Credits
There are no records to display													

If you select **Special Education Events**, comparative special education event data displays for the student. You can also show previous years or inactive events by deselecting the **Show Current Year Only** or **Active Events** checkboxes, respectively. You can select a different date range by entering or selecting different dates in the **From Date** and **To Date** fields. Then click **Display**.

Choose data to review: Special Education Events ▾

[Hide Filter & Display Options]

From Date: Show Current Year Only

To Date: Active Events

Frontline High School

School	Event Date	Date Type	Start Date	End Date	IEP Test Type	Secondary Planning	Outcome
FHS	Mar 22, 2021	CNST - Parent/Guardian Consent for Evaluation Date			***	****	CNGI - Consent Granted for Initial Evaluation (IETR)

Frontline JVS District - Frontline JVS

School	Event Date	Date Type	Start Date	End Date	IEP Test Type	Secondary Planning	Outcome
FJVS	Mar 01, 2021	RFRL - Referral for Evaluation Date			***	****	**** - Not Applicable

Add District Trusts

Navigation: StudentInformation > Management > District Administration > District Trusts

District trusts are relationships you set up at the district level to designate another district (such as a JVS) as a trusted district. This type of relationship provides a read-only “window” for districts to share data about students they have in common.

1. On the **District Trusts** screen, click **Add District Trust**.

StudentInformation > Management > District Administration > District Trusts

District Trusts

From this screen, you can display, add, change and delete District Trusts.

Add District Trust

		District Code	District Name ▲	District IRN	Trust Type
		BLRV	Black River Local	048462	EZ Query
		CHIP	Chippewa Local Schools	050534	EZ Query
		DLTN	Dalton Local Schools	050542	EZ Query
		EHLM	East Holmes Local Schools	047688	EZ Query
		GREN	Green Local Schools	050559	EZ Query, Grad Points, DataMap
		HILL	Hillsdale Local Schools	045823	EZ Query, Grad Points
		LOPR	Loudonville-Perrysville Ex. Village Schools	045468	EZ Query
		MAPL	Mapleton Local Schools	045831	EZ Query, Grad Points
		NRWS	Northwestern Local Schools	050575	EZ Query
		NRCN	Norwayne Local Schools	050567	EZ Query
		ORVL	Orrville City Schools	044610	EZ Query
		RRBD	Reimer Road District	000188	Grad Points

The add/edit version of the screen displays.

2. In the **Trusted District** drop-down list, select the district that you want to allow to view data for your students in common.
3. In the **Trust Type** field, select the **EZ Query** checkbox.
4. Click **Save**. Or to continue adding district trusts, click **Save and New**.

StudentInformation > Management > District Administration > District Trusts

District Trusts

From this screen, you can display, add, change and delete District Trusts.

Trusted District:* TSDX - Test City Schools ▼

Trust Type:* **EZ Query** Grad Points DataMap HB410

Save Save and New Cancel

A confirmation message displays, and the district now displays in the list of district trusts.

StudentInformation > Management > District Administration > District Trusts

District Trusts

From this screen, you can display, add, change and delete District Trusts.

[Add District Trust](#)

		District Code	District Name ▲	District IRN	Trust Type
		AWHC	Ashland-West Holmes JVS District	062042	EZ Query, Grad Points, DataMap, HB410
		BLRV	Black River Local	048462	EZ Query, Grad Points, HB410
		CHIP	Chippewa Local Schools	050534	EZ Query, Grad Points
		DLTN	Dalton Local Schools	050542	EZ Query, Grad Points
		EHLM	East Holmes Local Schools	047688	EZ Query, Grad Points
		GREN	Green Local Schools	050559	EZ Query, Grad Points
		HILL	Hillsdale Local Schools	045823	EZ Query, Grad Points
		LOPR	Loudonville-Perrysville Ex. Village Schools	045468	EZ Query, Grad Points
		NRWS	Northwestern Local Schools	050575	EZ Query, Grad Points
		NRCN	Norwayne Local Schools	050567	EZ Query, Grad Points
		TSDX	Test City Schools	045831	EZ Query, Grad Points, HB410

View Student's Fees

Note: For detailed information about student fees, see the ProgressBook StudentInformation Fees Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Student Fees

With a student in context, the **Student Fees** screen displays fee information for the student. If you want to hide certain types of fees, in the **Fee Options** area, deselect the fees type(s).

StudentInformation > EZ Query > EZ Students > Student Fees [Find Students] [Go To]

Student Fees

This page lists all of the student's fees that have a balance or credit due

Total Fees Assessed \$70.00

P - Payment \$30.00

Overall Balance \$40.00

Fee Options

Show Fees from Past School Years:

Show Fees from Future School Years:

Show Fees from All Buildings:

Fee Type	Fee Code	Date ▼	Course	Section	Description	Amount Assessed	Amount Paid	Amount Owed	School Code
Course Fee	SHOP	Aug 12, 2016	Metal Technology I		Metal Techn. I	\$30.00	\$0.00	\$30.00	WHHS
Course Fee	LAB	Aug 12, 2016	CP Biology		Biology	\$10.00	\$0.00	\$10.00	WHHS
Total						\$40.00	\$0.00	\$40.00	

View Student's Marks

Note: For detailed information about student current courses and marks, see the ProgressBook StudentInformation Scheduling Guide and ProgressBook StudentInformation Marks Guide.

Navigation: StudentInformation > EZ Query > EZ Students > Student Marks

With a student in context, the **Student Marks** screen displays the student's marks for each current course based on the finalized schedule of the school and school year in context.

You can select different course terms to display by moving them from the **Course Terms** dual listbox on the left to the **Selected** listbox on the right and clicking **View**.

StudentInformation > EZ Query > EZ Students > Student Marks

Student Marks

From this screen you can view student marks

[Hide Filter & Display Options]

Filters:

Course Terms

Selected

2nd Semester Only
1st Semester Only

All Year

View

Term	Code	Name	Sec	Status	Cred	Teach	Per	GP1	INT1	GP2	INT2	GP3	INT3	GP4	INT4	FIN
All Year	420	English 12	1	Assigned	1.00	BLAS	1									
All Year	125	Spanish I	2	Assigned	1.00	KBEA	2									
All Year	444	Financial Algebra	1	Assigned	1.00	KSMI	3									
All Year	333	Anatomy & Physiology II	1	Assigned	1.00	JEKI	6									
All Year	663	Construction Tech Lab II	1	Assigned	3.00	DMCM	7,8,9									

Tools

EZ Query's **Tools** screens provide a collection of classroom management resources.

Note: If you do not have access to these screens on the site map, these options do not display. If you do, you can access all students regardless of your job function and without using staff impersonations. For more information, see the ProgressBook StudentInformation Security Guide.

Refer to the appropriate topic as follows:

- [“View My Class Schedule”](#)
- [“Generate Student List”](#)
- [“Maintain Seating Charts”](#)
- [“Generate Absence List”](#)
- [“View Teacher Directory”](#)
- [“View Upcoming Student Birthdays”](#)

View My Class Schedule

Navigation: StudentInformation > EZ Query > Tools > Teacher Class Schedule

On the **Teacher Class Schedule** screen, you can see your own schedule or that of another teacher by class period. Select the **Teacher**, **Term**, and at least one **Day Of The Week**, and click **View Schedule**.

StudentInformation > EZ Query > Tools > Teacher Class Schedule

Teacher Class Schedule

Teacher: Term:

Day Of The Week: M - Monday T - Tuesday W - Wednesday R - Thursday F - Friday

Teacher Schedule For Day: M

Period	Course	Course Name	Section	Room
5	P333A	ALGEBRA II SEM A	51	0111
2	P333B	ALGEBRA II SEM B	12	0111
3	P333B	ALGEBRA II SEM B	12	0111
1	P444	CONSUMER MATH	11	0111
5	P444	CONSUMER MATH	51	0111
4	P555A	EARTH AND SPACE SCIENCE A	41	0111
4	P666	HEALTH	41	0111
1	999	INDIVIDUAL INSTRUCTION	11	0111

Generate Student List

Navigation: StudentInformation > EZ Query > Tools > Student List

Note: If you do not have the job function of teacher in StudentInformation security, to use this option, you must have the permission to **Allow Staff Member to view all Students in EZ Query**. For more information, see the ProgressBook StudentInformation Security Guide.

On the **Student List** screen, you can view and download a list of students assigned to specific course sections as a detailed list or picture list. Select your criteria, and click **Build List**.

Note: For information on running reports, see the ProgressBook StudentInformation Getting Started Guide.

StudentInformation > EZ Query > Tools > Student List

Student List

From this screen users can view student lists at the school and school year in context

[Hide Filter & Display Options]

Assignment Filters: Course Section Assignment Homeroom Assignment

Assignment Date:

Teacher: Show All Teachers

Course:

Section:

Student Filters:

Gender:

Available Grade Levels	Selected
<div style="font-size: 0.8em;">09 - 09 10 - 10 11 - 11 12 - 12</div>	<div style="font-size: 0.8em;"> </div>

Available Ethnicities	Selected
<div style="font-size: 0.8em;">A - Asian B - Black or African American H - Hispanic I - American Indian</div>	<div style="font-size: 0.8em;"> </div>

Display Options:

List Type: Detailed Information Picture List

Sort Column:

Sort Type:

File Download Options

Select A File Type Select A Download Method

If you select **Detailed Information**, student demographic details display. If you select **Picture List**, an image of each student displays if available.

Student List – Detailed Information

StudentInformation > EZ Query > Tools > Student List

Student List

From this screen users can view student lists at the school and school year in context

[Show Filter & Display Options]

Assignment Date: 6/1/2017
 Teacher: ERICSON, ERIC
 Sort Column: Student Name
 Sort Type: Ascending

Student Name	Number	Birthdate	Gender	Ethnicity	Grade	Status	Student Email
HARRISON, TYLER	123456	01/06/1999	M	White	12	ACTIVE RES	
Parent: JOHN/JEANETTE HARRISON		Address: 1234 MILLER ST ASHLAND OH 44805			Phone: (123) 456-7890 (Home Phone)		
COLEMAN, CONNOR	987654	05/17/2000	M	White	10	ACTIVE RES	
Parent: TAMMY COLEMAN		Address: 9876 CHESTNUT ST ASHLAND OH 44805			Phone: ()		
SHIELDS, MADISON	234567	04/08/2002	F	White	09	RES A/ELSE	FakeAddress@Software-Answers.com
Parent: JASON/CASSANDRA TURNER		Address: 3456 MAIN ST ASHLAND OH 44805			Phone: (123) 987-6540 (Work Phone)		

Student List – Picture List

StudentInformation > EZ Query > Tools > Student List

Student List

From this screen users can view student lists at the school and school year in context

[Show Filter & Display Options]

Assignment Date: 6/1/2017
 Teacher: ERICSON, ERIC
 Sort Column: Student Name
 Sort Type: Ascending

3 Records Found

<p>NO PHOTO AVAILABLE</p>	<p>NO PHOTO AVAILABLE</p>	<p>NO PHOTO AVAILABLE</p>
TYLER HARRISON	CONNOR COLEMAN	MADISON TURNER

3 Records Found

Maintain Seating Charts

You can maintain classroom seating charts in StudentInformation in the following ways:

- To view an existing seating chart, see [“View Seating Charts.”](#)
- To create a new seating chart, see [“Create Seating Charts.”](#)
- To assign seats to students, see [“Assign Seats.”](#)
- To edit the setup of an existing seating chart, see [“Edit Seating Charts.”](#)
- To delete a seating chart, see [“Delete Seating Charts.”](#)

View Seating Charts

Navigation: StudentInformation > EZ Query > Tools > Seating Chart

You can see classroom seating charts for your own classes or those of another teacher.

1. On the **Seating Chart** screen, select the **Teacher** and **Date**, and click **Go**.







A list of seating charts for the indicated teacher and date displays.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Teacher: *ERIC ERICSON Date: *09/26/2016

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
 	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	F	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 30, 2016	
 	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	

Show Active Only

- Click the name of the seating chart you want to view.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart
From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Teacher: *ERIC ERICSON Date: *09/26/2016

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	F	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 30, 2016	
	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	

Show Active Only

The selected seating chart displays.

Note: For information on assigning seats to students, see [“Assign Seats.”](#)

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart
From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Name: *INDIVIDUAL INSTRUCT

1	2
3	4
COLEMAN, CONNOR	TURNER, MADISON
5	6
7	8
JACKSON, HANNAH	HARRISON, TYLER
9	10

Create Seating Charts

Navigation: StudentInformation > EZ Query > Tools > Seating Chart

You can create one or more classroom seating charts per course section for your own classes or those of another teacher.

1. On the **Seating Chart** screen, select the **Teacher** and **Date**.
2. Click **Add Seating Chart**.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Teacher: ERIC ERICSON Date: 09/19/2016 Go

Add Seating Chart

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	
	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	

Show Active Only

The add/edit version of the screen displays.

3. In the **Period** drop-down list, select a class period (course section) specific to the teacher for whom you are creating the seating chart.
4. For the **Start In Corner** option, select the radio button that corresponds to the physical corner of the room where you wish to start creating the seating chart (i.e., top left, top right, bottom left, or bottom right).
5. (Optional) Specify a number of **Columns** for the seating chart.

Note: If you leave this field blank, StudentInformation calculates the number of columns based on the number of students.

6. In the **Pictures** drop-down list, select the scaling of the student picture size (from 10% to 200% of original size).
7. To make the student pictures display on the seating chart, select the **Show** checkbox. To hide them, deselect the checkbox.
8. (Optional) Select a **Collision Mode** to determine what should happen if you move a student into a seat that displaces another student:
 - **Switch target with source** – Switches the two students.
 - **Move target to end** – Moves displaced student to the end of the seating chart.
9. If the **Location** drop-down list is activated (i.e., not grayed out), select the course section location.

10. In the **Render** drop-down list, select how you want to arrange the student names and/or pictures on the seating chart (**Across** or **Up and Down**).
11. In the **Sort By** drop-down list, select how you want to sort the student names and/or pictures on the seating chart (**Student Name Ascending**, **Student Name Descending**, or **Random**).
12. (Optional) Specify a number of **Rows** for the seating chart.

Note: If you leave this field blank, StudentInformation calculates the number of rows based on the number of students.

13. Select the **Perspective** of the student seats:
 - **In Seats** – Prints the front of the classroom at the top, as if you are sitting in one of the seats.
 - **Facing Seats** – Prints the front of the classroom at the bottom, as if you are standing at the front of the classroom and facing the seats.
14. (Optional) If you want the seat number drop-down list to display on the seating chart, select the **Move Drop Down** checkbox.
15. Click **Generate**.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

[Hide Grid Options]

Period:* -- Select a Period -- Location:* -- Select a Period --

Start In Corner:

Render: Across

Sort By: Student Name Ascending

Columns: Rows:

Pictures: 50% Show

Perspective: In Seats

Collision Mode: Switch target with source

Move Drop Down:

Generate Cancel

The screen expands to display more options.

16. (Optional) If you need to make any changes to the original fields you completed, make the changes and click **Update**.
17. Enter a **Name** for this seating chart.
18. (Optional) If you do not want this seating chart to be currently active, deselect the **Is Active** checkbox.

19. Click **Save**.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

[Hide Grid Options]

Period:* 5 - INDIVIDUAL INSTRUCTION (15)... Location:* 0111

Columns: 0 Rows: 0

Pictures: 50% Show Perspective: In Seats

Collision Mode: Switch target with source Move Drop Down:

Name:* Individual Instruction Is Active

The new seating chart displays on the **Seating Chart** screen.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

The Seating Chart was saved successfully

Teacher:* ERIC ERICSON Date:* 09/19/2016

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	
	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	
	Individual Instruction	08/29/2016	5	M	0111	INDIVIDUAL INSTRUCTION (15); CONSUMER MATH (51); ALGEBRA II SEM A (51)	Sep 19, 2016	

Show Active Only

Note: You still need to assign seats to students. For information on this procedure, see ["Assign Seats."](#)

Assign Seats

Navigation: StudentInformation > EZ Query > Tools > Seating Chart

You can assign seats to students immediately after creating the seating chart (see [“Create Seating Charts.”](#)) or at a later time if new students join your class or you want to reassign seats.

1. On the **Seating Chart** screen, select the **Teacher** and **Date**, and click **Go**.

A list of seating charts matching your criteria displays.

2. Click the name of the seating chart.

StudentInformation > EZ Query > Tools > Seating Chart

Find Students [Go To]

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Teacher: ERIC ERICSON Date: 09/26/2016 Go

Add Seating Chart

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	F	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 30, 2016	
	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	

Show Active Only

The seat assignment version of the screen displays.





- For any student who is new or unassigned to a seat, in the associated **New Student** drop-down list, select a seat number for the student.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Name: *INDIVIDUAL INSTRUCT

1 ▾	2 ▾
3 ▾	4 ▾
	
COLEMAN, CONNOR	TURNER, MADISON
5 ▾	6 ▾
7 ▾	8 ▾
	
JACKSON, HANNAH	HARRISON, TYLER
9 ▾	10 ▾

Cancel

StudentInformation assigns the seat(s) to the student(s).

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Name: *INDIVIDUAL INSTRUCT

1	2
NO PHOTO AVAILABLE	
COLEMAN, CONNOR	
3	4
	NO PHOTO AVAILABLE
	TURNER, MADISON
5	6
7	8
NO PHOTO AVAILABLE	NO PHOTO AVAILABLE
JACKSON, HANNAH	HARRISON, TYLER
9	10

Cancel

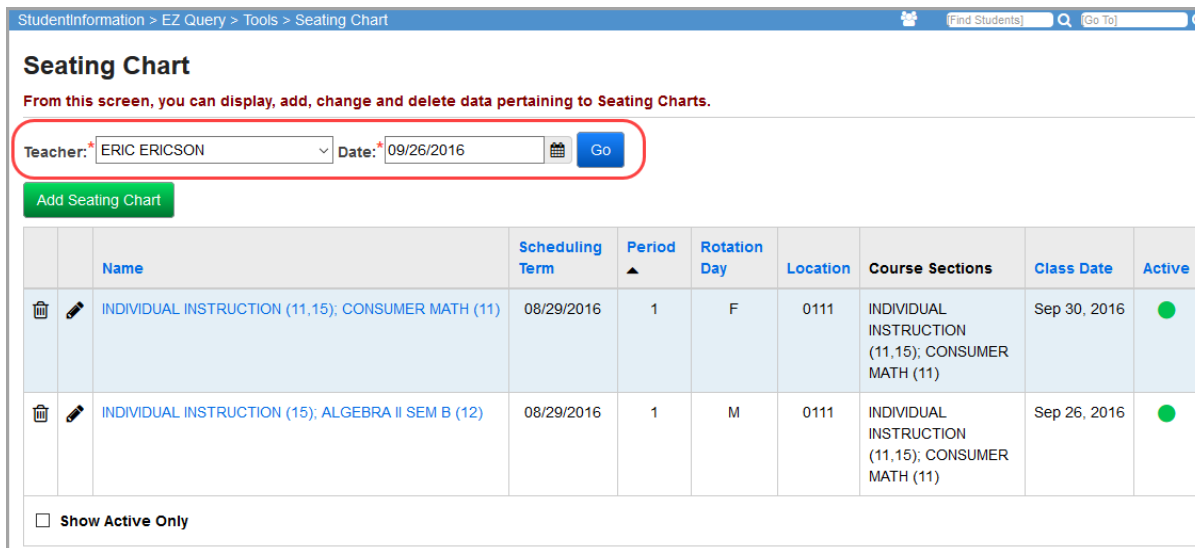
Edit Seating Charts

Navigation: StudentInformation > EZ Query > Tools > Seating Chart

You can edit the setup of an existing seating chart.

1. On the **Seating Chart** screen, select the **Teacher** and **Date**, and click **Go**.

A list of seating charts matching your criteria displays.



StudentInformation > EZ Query > Tools > Seating Chart

Find Students [] [Go To] []

Seating Chart


From this screen, you can display, add, change and delete data pertaining to Seating Charts.

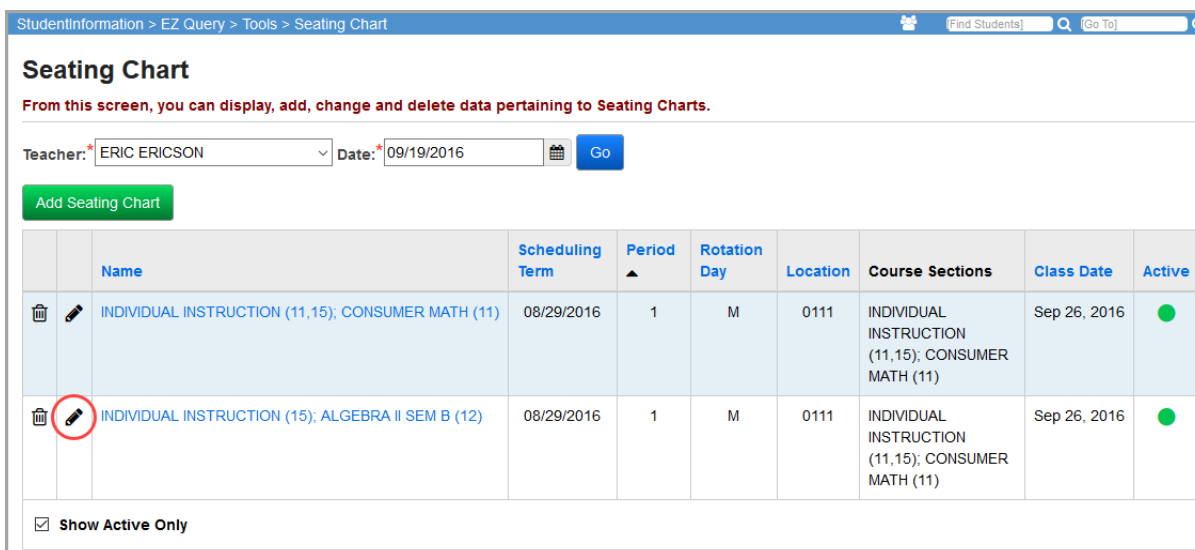
Teacher: ERIC ERICSON Date: 09/26/2016 [] [Go]

Add Seating Chart

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
[] []	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	F	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 30, 2016	●
[] []	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	●

Show Active Only

2. In the row of the seating chart you want to edit, click .



StudentInformation > EZ Query > Tools > Seating Chart

Find Students [] [Go To] []

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Teacher: ERIC ERICSON Date: 09/19/2016 [] [Go]

Add Seating Chart

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
[] []	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	●
[] []	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	●

Show Active Only

The add/edit version of the screen displays.

3. Make any desired changes, and click **Save**.

Note: For more information about the fields on this screen, see “[Create Seating Charts](#).”

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

[Hide Grid Options]

Period:* 5 - INDIVIDUAL INSTRUCTION (15)... Location:* 0111

Columns: 0 Rows: 0

Pictures: 50% Show Perspective: In Seats

Collision Mode: Switch target with source Move Drop Down:

Name:* Individual Instruction Is Active

Delete Seating Charts

Navigation: StudentInformation > EZ Query > Tools > Seating Chart

1. On the **Seating Chart** screen, select the **Teacher** and **Date**, and click **Go**.
A list of seating charts matching your criteria displays.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Teacher:* ERIC ERICSON Date:* 09/26/2016

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
<input type="button" value="Delete"/> <input type="button" value="Edit"/>	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	F	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 30, 2016	<input checked="" type="checkbox"/>
<input type="button" value="Delete"/> <input type="button" value="Edit"/>	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	<input checked="" type="checkbox"/>


Show Active Only





- In the row of the seating chart you want to delete, click .

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Teacher: *ERIC ERICSON Date: *09/19/2016 

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	
	INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	

Show Active Only

A message displays, asking if you are sure you want to delete the seating chart.

- Click **OK**.

StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

Are you sure you want to deactivate the following Seating Chart?


INDIVIDUAL INSTRUCTION (15); ALGEBRA II SEM B (12)


The seating chart no longer displays on the **Seating Chart** screen.



StudentInformation > EZ Query > Tools > Seating Chart

Seating Chart

From this screen, you can display, add, change and delete data pertaining to Seating Charts.

The selected Seating Chart was successfully deleted 

Teacher: *ERIC ERICSON Date: *09/19/2016 

	Name	Scheduling Term	Period	Rotation Day	Location	Course Sections	Class Date	Active
	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	08/29/2016	1	M	0111	INDIVIDUAL INSTRUCTION (11,15); CONSUMER MATH (11)	Sep 26, 2016	

Show Active Only

Generate Absence List

Navigation: StudentInformation > EZ Query > Tools > Absence List

On the **Absence List** screen, you can view and download a list of all student absences by date for the school in context. Select your criteria and click **View**.

Note: For information on running reports, see the ProgressBook StudentInformation Getting Started Guide.

Note: The **Absence Reason**, **Absence Note**, and **Absence Comments** column options do not display if your school, district, or ITC has chosen to make them unavailable. For more information, see the ProgressBook StudentInformation School Year Setup and Configuration Guide.

Absence List – Select Criteria

StudentInformation > EZ Query > Tools > Absence List


Absence List

From this screen users can view student lists at the school and school year in context

[\[Hide Filter & Display Options\]](#)

Absence Filters:

School: SADoc High School

Absence Date: * 09/15/2017 

Absence Type Selected

EXCUSED
TRUANT
NOT ABSENT
DISC CTR

Collection Periods Selected

Administrative Homeroom

Student Filters:

Teachers Selected

Adams, Edward
Alexander, Ryan
Allen, Betty
Alvarez, Rodney

Show All Teachers

Homeroms Selected

Alexander_Ryan (RM 96)
Boyd_Brandon (RM 134)
Bryant_Ann (RM 95)
Butler_Catherine (RM 91)

Show All Homeroms

Counselors Selected

Show All Counselors

Display Options:

Columns to Display:

Student Home School IRN Student Home School Name Student Grade Level Student Name

Student Calendar Student Homeroom Student Counselor

Absence Level Absence Time In Absence Time Out Absence AMPM

Absence Date Absence Collection Period Absence Type Absence Reason

Absence Note Absence Comments

File Download Options

Select A File Type Select A Download Method

[View](#)

Absence List

StudentInformation > EZ Query > Tools > Absence List

Absence List

From this screen users can view student lists at the school and school year in context

[Show Filter & Display Options]

Absence Date: 10/17/2016
Absence Type: EXCUSED,TRUANT
Collection Periods:Administrative Homeroom
Homerooms: 0-111 (0111),0-222 (0222),0-333 (0333),0-444 (0444)

Grade	Student Name	Cal.	Level	Type	Reason	Note	In	Out	AM/PM	Comments
09	BARRINGTON, MEGAN	DFLT	Full Absence	EXCUSED						
09	DASHING, AUBREY	DFLT	Full Absence	EXCUSED				09:02 AM		
09	DARKLAW, CHARLENE	DFLT	Full Absence	EXCUSED						
09	FRANK, ABIGAIL	DFLT	PM Absence	EXCUSED				12:50 AM	PM	

View Teacher Directory

On the **Teacher Directory** screen, you can look up contact information for a specific teacher by selecting the **Teacher** and clicking **Lookup Teacher**.

StudentInformation > EZ Query > Tools > Teacher Directory

Teacher Directory

Teacher

Edward Adams

8036 Mill Ave
 SADoc, OH 44320-0000
 (123) 456-7890

View Upcoming Student Birthdays

Navigation: StudentInformation > EZ Query > Tools > Upcoming Birthdays

Note: If you do not have the job function of teacher in StudentInformation security, to use this option, you must have the permission to **Allow Staff Member to view all Students in EZ Query**. For more information, see the ProgressBook StudentInformation Security Guide.

You can view upcoming student birthdays by school in both list and calendar formats. See the appropriate topic as follows:

- [“View Birthday List”](#)
- [“View Birthday Calendar”](#)

View Birthday List

1. On the **Upcoming Birthdays** screen, in the drop-down list, select the school for which you want to view student birthdays.
2. Select the **List** format.
3. Click **Submit**.

StudentInformation > EZ Query > Tools > Upcoming Birthdays

Upcoming Birthdays

SADoc High School ▾ List Calendar

The screen displays a list of all birthdays of active students coming up in the next week.

4. (Optional) To change the date range of birthdays in the list, in the **Birthdate Date Range** fields, enter or select a beginning and ending date, and click **Refresh**.

StudentInformation > EZ Query > Tools > Upcoming Birthdays

Upcoming Birthdays

SADoc High School ▾ List Calendar

Birthdate Date Range: to

First Name	Last Name	Birthday ▲	Birthdate	Age on Birthday	Grade	Homeroom	Homeroom Teacher	School
Marston	Weber	9/20/2017	09/20/2000	17	12	DOHS102	Ford, Juan	DOHS
Layne	Carlson	9/20/2017	09/20/2002	15	10			DOHS
Issac	Stanley	9/21/2017	09/21/2002	15	10			DOHS
Arpad	Adkins	9/22/2017	09/22/2000	17	12	DOHS107	Woods, Teresa	DOHS
Wyoming	Sherman	9/23/2017	09/23/2000	17	12	DOHS132	Crawford, Bruce	DOHS
Albion	Franklin	9/26/2017	09/26/2002	15	10			DOHS

The screen refreshes to display the upcoming birthdays for the selected date range.

StudentInformation > EZ Query > Tools > Upcoming Birthdays

Upcoming Birthdays

SADoc High School List Calendar

Birthdate Date Range: 9/19/2017 to 09/29/2017

First Name	Last Name	Birthdate ▲	Birthdate	Age on Birthday	Grade	Homeroom	Homeroom Teacher	School
Marston	Weber	9/20/2017	09/20/2000	17	12	DOHS102	Ford, Juan	DOHS
Layne	Carlson	9/20/2017	09/20/2002	15	10			DOHS
Issac	Stanley	9/21/2017	09/21/2002	15	10			DOHS
Arpad	Adkins	9/22/2017	09/22/2000	17	12	DOHS107	Woods, Teresa	DOHS
Wyoming	Sherman	9/23/2017	09/23/2000	17	12	DOHS132	Crawford, Bruce	DOHS
Albion	Franklin	9/26/2017	09/26/2002	15	10			DOHS
Cathryn	Bates	9/27/2017	09/27/2002	15	10	DOHS100	Hayes, Joe	DOHS
Winema	Harvey	9/27/2017	09/27/2002	15	10			DOHS
Gabriel	Lawson	9/28/2017	09/28/2002	15	10			DOHS
Fitzgerald	Smith	9/29/2017	09/29/2000	17	12	DOHS105	Sullivan, Heather	DOHS
Salvador	Neal	9/29/2017	09/29/2002	15	10	DOHS99	Diaz, Diane	DOHS

View Birthday Calendar



1. On the **Upcoming Birthdays** screen, in the drop-down list, select the school for which you want to view student birthdays.
2. Select the **Calendar** format.
3. Click **Submit**.

StudentInformation > EZ Query > Tools > Upcoming Birthdays

Upcoming Birthdays

SADoc High School List Calendar

The screen displays a calendar showing birthdays of all active students for the current month.

4. (Optional) To display the previous or next month's birthday calendar, click  or , respectively.

StudentInformation > EZ Query > Tools > Upcoming Birthdays

Upcoming Birthdays

SADoc High School List Calendar

< **September 2017** >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	27	28	29	30	31	1 Laila McBride
						2 Issac Paul
	3	4	5 Milo Santiago Lillie Garrett	6 Igor Williamson	7 Asante Rowe	8 Wendy Pope
						9
	10 Alfie Ruiz	11 Caelyn Barrett Wanda Oliver	12	13	14 Flynn Smith Satchel Holland	15 Larissa Brady
						16
17 Isaiah Colon	18 Finlay Smith	19	20 Marston Weber Layne Carlson	21 Issac Stanley	22 Arpad Adkins	23 Wyoming Sherman
	24	25	26 Albion Franklin	27 Cathryn Bates Winema Harvey	28 Gabriel Lawson	29 Fitzgerald Smith Salvador Neal
						30
	1	2	3	4	5	6
						7

The screen refreshes to display the birthdays for the selected month.

StudentInformation > EZ Query > Tools > Upcoming Birthdays

Upcoming Birthdays

SADoc High School List Calendar

October 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	24	25	26	27	28	29
	1 Ivor Briggs	2 Fitz Smith	3	4 LeAnn Soto Malcom Baldwin	5 Israel Burke	6
8 Winnie Christensen	9 Garret Guerrero	10	11	12 Winona Welch Christian Hardy	13 Giles Banks	14 Slevin Lucas Farley Smith
15	16	17	18 Flip Smith	19	20 Lakeesha Sutton Marmaduke Moss	21 Ivan Fleming
22	23 Wyoming Holloway	24 Gram Alvarado Maximillian Stone	25	26	27 Willianne Pearson Corbin Walsh	28 Gerald George
29 Sharon Haynes Ferris Smith	30	31	1	2	3	4

Reports

EZ Query reports provide multiple ways to display and download student data. For information on running reports, see the *ProgressBook StudentInformation Getting Started Guide*.

Note: *If you do not have access to these screens on the site map, these options do not display. If you do, you can access all students regardless of your job function and without using staff impersonations. For more information, see the ProgressBook StudentInformation Security Guide.*

Refer to the appropriate topic as follows:

- [“Absence Graph”](#)
- [“Download Class List”](#)
- [“Download Student Address”](#)
- [“Download Student Medical History”](#)
- [“Medicaid Eligibility Rate \(MER\) Download”](#)
- [“SIS Student Search”](#)
- [“Student Membership/Services Search”](#)
- [“List of Students Without Disciplinary Incidents”](#)
- [“Weekday Attendance Percentage”](#)

Absence Graph

Navigation: StudentInformation > EZ Query > Reports > Absence Graph

You can view absences or tardies for the current school year in graph or list format.

1. On the **Absence Graph** screen, in the drop-down list, select the school for which you want to view absences or tardies.
2. (Optional) Select a **Grade** and/or **Gender** to filter results by those criteria.
3. For the **Absence Type** option, select whether to display **Absent** or **Tardy** records.

4. Select how you want to view the absence or tardy data as follows:
 - **Display Graph** – Displays in graphical format.
 - **Display Data** – Displays in list format.

StudentInformation > EZ Query > Reports > Absence Graph

Absence Graph

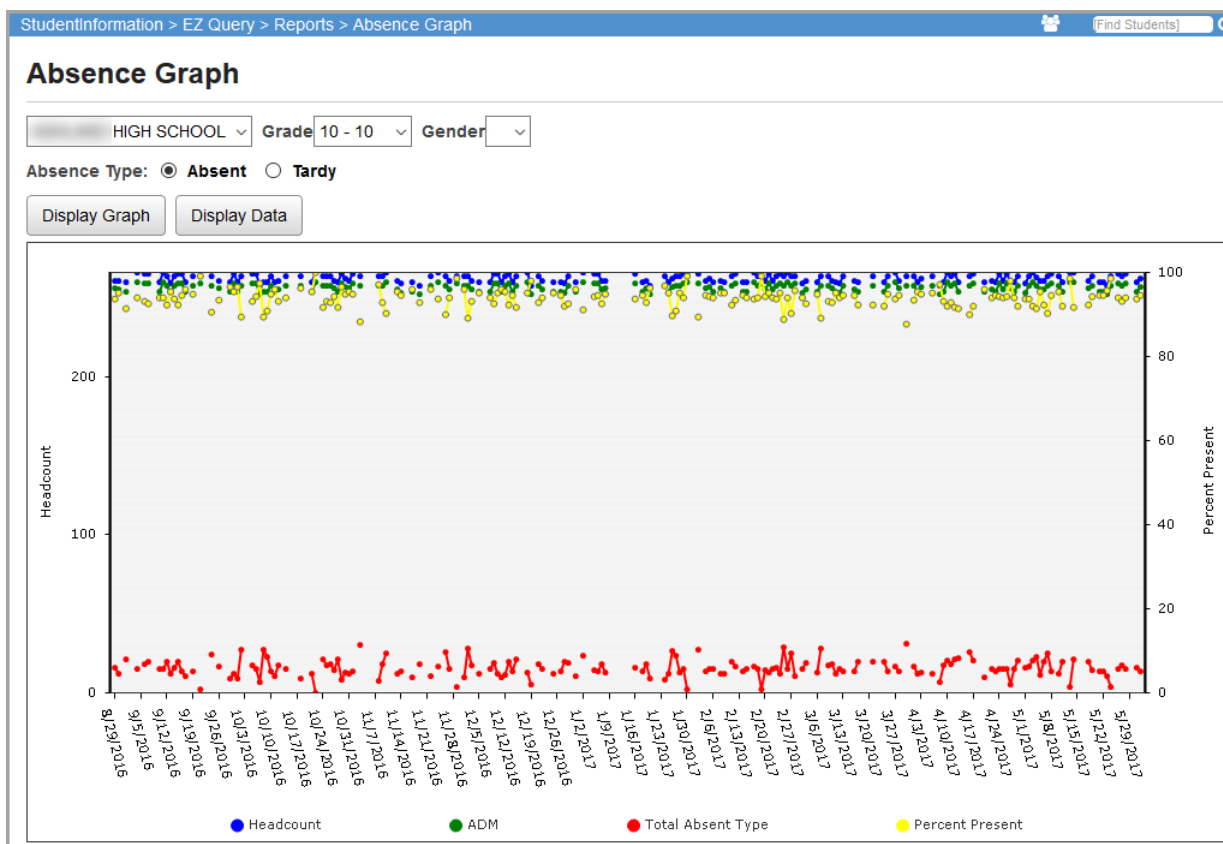
All Buildings Grade Gender

Absence Type: Absent Tardy

Display Graph Display Data

If you click **Display Graph**, the absence or tardy data from the beginning of the school year until the current date displays in graphical format using the following data points:

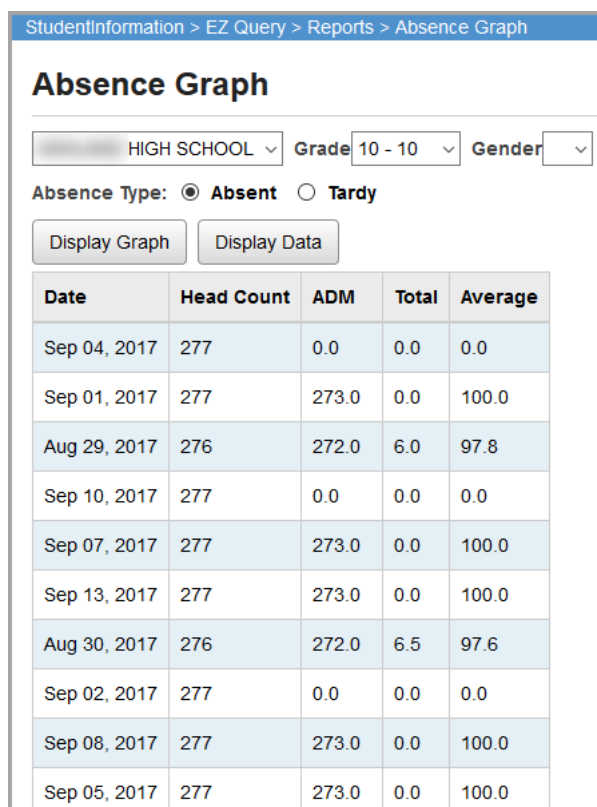
- **Headcount** – Total number of active status students.
- **ADM** – Average daily membership.
- **Total Absent Type** – Total number of absences or tardies.
- **Percent Present** – Percent of students present.



If you click **Display Data**, the absence or tardy data from the beginning of the school year until the current date displays in list format by date using the following data points:

- **Date** – Date of the school day for which absence or tardy data is reported.
- **Head Count** – Total number of active status students.
- **ADM** – Average daily membership.
- **Total** – Total number of absences or tardies.
- **Average** – Average attendance.

Note: Averages for the entire date range display at the bottom of the list.



Download Class List

Navigation: StudentInformation > EZ Query > Download Class List

Note: If you do not have the job function of teacher in StudentInformation security, to use this option, you must have the permission to **Allow Staff Member to view all Students in EZ Query**. For more information, see the ProgressBook StudentInformation Security Guide.

Reports

This report displays a list of the school's students and their schedules that you can further process and include in other applications.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	SchoolCode	StudentId	StateStudentId	FirstName	LastName	Gender	GradeLevelCode	HomeSchoolIRN	HomeSchool	ProgramCode	ProgramName	Status	StudentStatusCode	CourseCode
2	ASHS	6.8E+08		Max	Able	M	11					ACTIVE RES	A	39
3	ASHS	6.8E+08		Max	Able	M	11					ACTIVE RES	A	62
4	ASHS	696244	GC5806968	HUGH	ANDREWS	M	12			9	Cognitively Delayed	RES A/ELSE	R	0003B
5	ASHS	493047	QV854511	ROSE	BALL	F	9					ACTIVE RES	A	0003A
6	ASHS	790340	G89810212	ALBERTO	SALAZAR	M	12					NON-RES	N	39

	O	P	Q	R	S	T	U	V	W	X
1	CourseName	CourseTypeCode	CourseTypeDescription	SectionNumber	TermCode	TermName	LocationEx	TeacherCode	CalendarPeriodCode	RotationDays
2	ENGLISH 9	C	Class	1	ALYR	All Year	124	HALH		1 M T W R F
3	CONCERNS OF MOD SOCIETY	C	Class	21	1SEM	1st Sem Only	120	HBDS		2 M T W R F
4	ENGLISH III	C	Class	21	1SEM	1st Sem Only	300	HSMG		2 M T W R F
5	ENGLISH III	C	Class	12	1SEM	1st Sem Only	300	HSMG		1 M T W R F
6	ENGLISH 9	C	Class	1	ALYR	All Year	124	HALH		1 M T W R F

Note: The State Student ID only appears in the output file if you have the proper security in **Extra System Permissions – EMIS – View/Update State Student ID**. For more information, see the ProgressBook StudentInformation Security Guide.

Download Student Address

Navigation: StudentInformation > EZ Query > Reports > Download Student Address

This report displays a list of students and their addresses that you can further process and include in other applications. You can download all contact addresses for each student or just the primary address.

Download Student Address – All Addresses

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
School	SSN	Studen	St	StudentName	AddressLine	City	State	Postal	TelephoneT	IsUnliste	Gr	IsPri	Add	AddressTypeNam	ContactName	TelephoneH
DAEL	887675680	70	A	BROWN, JOLENE JANE	546 S METCALF	LIMA	OH	45805	Home Phone	FALSE	KG	Yes	0	PRIMARY	BROWN, HENRY	4192287292
DAEL	897600546	14002	A	ROBERTS, JENNIFER LYNNE	742 FENCE ROW LANE	LIMA	OH	45901		FALSE	2	Yes	0	PRIMARY	ROBERTS, MIN/	
DAEL	908655873	12003	A	NOTT, ALAN ROBERT	7170 GREENLAWN	LIMA	OH	45904		FALSE	4	Yes	0	PRIMARY	NOTT, ALVIN	
DAHS	98989807	7002	A	PERRY, RICHARD MATTHE (RICH)					Home Phone	FALSE	9	No	23	DENTIST	STREET	9873874629
DAHS	98989807	7002	A	PERRY, RICHARD MATTHE (RICH)					Home Phone	FALSE	9	No	23	F1	AREOPOSTALE	2455286145
DAHS	98989807	7002	A	PERRY, RICHARD MATTHE (RICH)					Home Phone	FALSE	9	No	23	ORTHODONTIST	HELPS	2453254548
DAHS	98989807	7002	A	PERRY, RICHARD MATTHE (RICH)	684376 GREEN DR.	LIMA	OH	45805		FALSE	9	No	23	ONE PARENT	PERRY, DAN	
DAHS	98989807	7002	A	PERRY, RICHARD MATTHE (RICH)	775 BROADWAY BLVD	LIMA	OH	45801		FALSE	9	Yes	0	PRIMARY	PERRY, MATTHEW	
DAHS	123098654	4005	A	WELLS, JOBETH					Home Phone	FALSE	12	No	23	DOCTOR	WEIRD	4253569872
DAHS	123098654	4005	A	WELLS, JOBETH					Home Phone	FALSE	12	No	23	ORTHODONTIST	LASER	4652565487
DAHS	123098654	4005	A	WELLS, JOBETH	375786 CUTE DR.	LANSING	MI	39947		FALSE	12	No	23	ONE PARENT	WELL, ELIZABETH	
DAHS	123098654	4005	A	WELLS, JOBETH	843 NORTHWALD DR	LIMA	OH	45801		FALSE	12	Yes	0	PRIMARY	WELLS, MITCH	
DAHS	123654123	122445	A	EYE, PRIVA	123 SECRET AVE	LIMA	OH	45804	Home Phone	FALSE	11	Yes	0	PRIMARY	EYE, BLU	4192228888
DAHS	123768453	6005	A	MAY, DAISY LEE					Home Phone	FALSE	10	No	23	F1	SEARS	3989746394
DAHS	123768453	6005	A	MAY, DAISY LEE	49577 MALL ST.	LIMA	OH	45805		FALSE	10	No	23	ONE PARENT	MAY, JOHN	
DAHS	123768453	6005	A	MAY, DAISY LEE	600 BLOOM DRIVE	LIMA	OH	45801		FALSE	10	Yes	0	PRIMARY	LEE, SHARON	
DAHS	134676456	7005	A	WILLIAMSON, RYAN SETH					Home Phone	FALSE	9	No	23	DOCTOR	WEIRD	3252598884

Download Student Address – Primary Address Only

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Schoo	SSN	Studen	St	StudentName	AddressLine	City	State	Postal	TelephoneT	IsUnliste	Gr	IsPri	Add	Address	ContactName	Telephone
DAEL	498098762	1007	A	BREWER, SEAN CONORY	200 E KIBBY STREET	LIMA	OH	45804	Home Phone	FALSE	1	Yes	0	Primary	BROWN, MARY	4192256546
DAEL	28753424	14001	A	LAWSON, SHERRI ROSE	412 LAKESIDE DR	LIMA	OH	45801		FALSE	2	Yes	0	Primary	LAWSON, KEVIN	
DAEL	763241567	12002	A	NELSON, AMBER NICOLE	715 KINGSWOOD	LIMA	OH	45804		FALSE	4	Yes	0	Primary	NELSON, ADRIAN	
DAEL	756667477	13005	A	WHITE, ANTHONY JAMES	217 CIRCULAR	LIMA	OH	45804		FALSE	3	Yes	0	Primary	WHITE, CHRISTOPHER	
DAHS	458769300	4003	A	JOHNSON, GEORGE EVAN	597 STATE STREET	LIMA	OH	45801		FALSE	12	Yes	0	Primary	JOHNSON, HOWARD	
DAHS	589098456	6001	A	EYE, CORY ROBERT	112 NORTH ST	LIMA	OH	45801		FALSE	10	Yes	0	Primary	EYE, EDWARD	
DAHS	555444334	7003	A	RING, NICOLE SUZANNE	9066 BLISS RD	LIMA	OH	45801		FALSE	9	Yes	0	Primary	RING, NICHOLAS	
DAHS	678956677	1224	A	LEE, HARPER (LEE)	23 MOCKINGBIRD LANE	LIMA	OH	45804	Home Phone	FALSE	9	Yes	0	Primary	TREECE, JOLENE	4193452345
DAHS	369852369	7001	A	CONTRARY, JASON WILLIAM	90 ELM STREET	LIMA	OH	45801		FALSE	9	Yes	0	Primary	CONTRARY, MARION	
DAHS	453123789	5004	A	SPRAT, JACK JOSEPH	890 BACON TRAIL	LIMA	OH	45801	Home Phone	FALSE	9	Yes	0	Primary	TREECE, JOLENE	4192287417
DAHS	278654738	6002	A	FONT, MICHELLE LYNN	345 N FRONT ST	LIMA	OH	45801		FALSE	10	Yes	0	Primary	FONT, JAMIE	
DAHS	267974612	4001	A	EYE, MAGNUM P.	122 NORTH STPO Box 678	LIMA	OH	45801	Home Phone	FALSE	12	Yes	0	Primary	EYE, EDWARD	4195551234
DAHS	908987876	6004	A	LINE, TROY AARON	665 SUGAR STREET	LIMA	OH	45801		FALSE	10	Yes	0	Primary	LINE, BOB	
DAHS	376873245	5001	A	CONTRARY, MARY M.	90 ELM STREET	LIMA	OH	45801	Home Phone	FALSE	11	Yes	0	Primary	CONTRARY, MARION	4192287417
DAHS	564789874	5002	A	PERRY, MICHAEL JAY	776 BROADWAY BLVD	LIMA	OH	45801		FALSE	11	Yes	0	Primary	PERRY, MATTHEW	
DAHS	98989807	7002	A	PERRY, RICHARD MATTHE (RICH)	775 BROADWAY BLVD	LIMA	OH	45801		FALSE	9	Yes	0	Primary	PERRY, MATTHEW	

Download Student Medical History

For information on this report, see the *ProgressBook StudentInformation Student Medical Guide*.

Medicaid Eligibility Rate (MER) Download

Navigation: StudentInformation > EZ Query > Reports > Medicaid Eligibility Rate (MER) Download

You can use this download to collect and report Medicaid eligibility information from the previous school year. This report creates a file that includes all students eligible for Medicaid who were enrolled at some point during reporting week of the school year in context.

1. Select a school in context in order for the drop-down list to populate with the applicable school district.
2. Select the correct year to be in context. This should be the year designated by your third-party billing agent.
3. On the **Medicaid Eligibility Rate (MER) Download** screen, in the drop-down list, select the school district, and click **Create Download File**.

StudentInformation > EZ Query > Reports > Medicaid Eligibility Rate (MER) Download

Medicaid Eligibility Rate (MER) Download

ASHC - Ashland City Schools

StudentInformation generates a fixed length export file using spaces for padding. The file includes the following fields (with starting position and length indicated in parentheses):

- Student First Name (1, 20)
- Student Last Name (21, 30)
- Student Residence Zip Code (51, 5)
- Student Birth Date (56, 8) – in mmddyyyy format
- District IRN (64, 6)
- Special Education Eligibility (70, 1) – in Y/N format

BETTY	FLYNN	4461808102005050542Y
TIM	RICHARDSON	4461805292006050542Y
TARA	SLATER	4461806142006050542N
BRADLEY	MCFARLAND	4461806082005050542N
ALBERTO	FOSTER	4461802152006050542N
DANNY	SALAZAR	4461806142007050542N
HERBERT	MCFARLAND	4461802022007050542N
TROY	FERGUSON	4461807282005050542N
THELMA	ROMAN	4461805122006050542N
DORIS	FINLEY	4461811172005050542Y
ALLEN	FLYNN	4460605032005050542Y
DAVID	ASHLEY	4461802282006050542N
JOSE	BERG	4461805192005050542Y
JEREMY	HOLLOWAY	4461803052008050542N
WILLIE	WOODARD	4461805132006050542N
SHANE	ALEXANDER	4461802282006050542N
RUSSELL	PATRICK	4461811012005050542N
TODD	ROBERSON	4461803122006050542N
MATHEW	PETERS	4461804052006050542N
KATIE	CANNON	4466705172006050542N
KRISTEN	CANNON	4461807182005050542N
JEANETTE	MARKS	4461804202006050542N
SALVADOR	STEVENS	4461805042005050542N
RONNIE	MCKNIGHT	4461805212006050542N
KRISTINA	MORRISON	4463611292005050542N
KAY	WALL	4460611112005050542N
JORGE	PRICE	4461803242006050542N
PAULINE	BRADFORD	4460609242005050542N
NORMAN	FLYNN	4461806172005050542N
JUAN	BAILEY	4461803202006050542Y

SIS Student Search

Navigation: StudentInformation > EZ Query > Reports > SIS Student Search

Note: If you do not have the job function of teacher in StudentInformation security, to use this option, you must have the permission to **Allow Staff Member to view all Students in EZ Query**. For more information, see the ProgressBook StudentInformation Security Guide.

On the **SIS Student Search** screen, you can search for students using a variety of filter criteria and then download the results with numerous output field options. You can also configure and save search parameter sets so that it is easy to run the same search on a regular basis. This screen is available at both the district level and the building level.

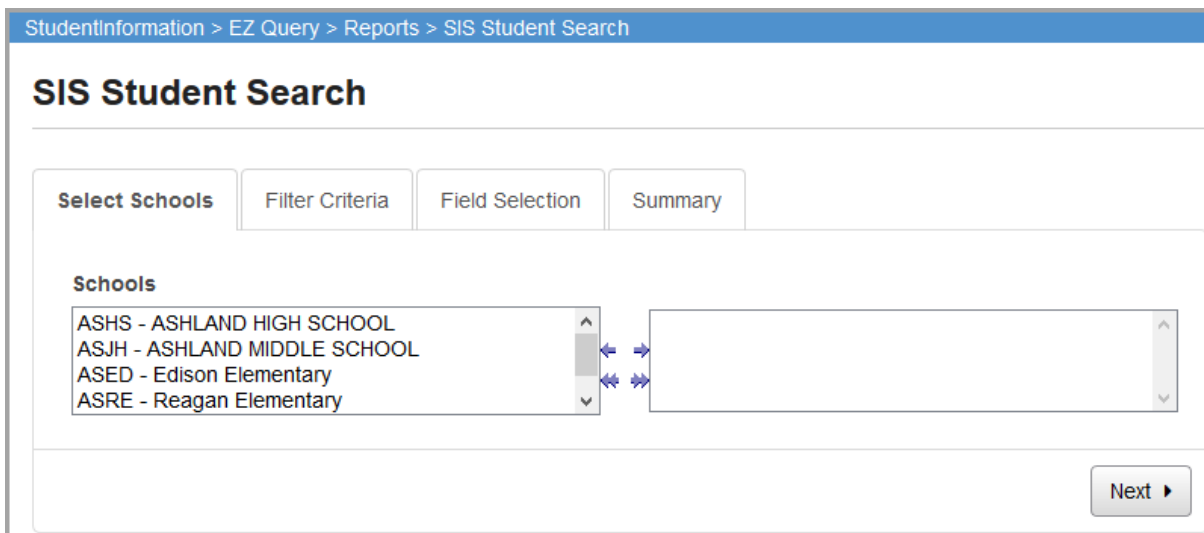
Note: StudentInformation uses the current date as the effective date when searching EMIS records. Before the school year begins, it uses the maximum calendar master start date; after the school year ends, it uses the minimum calendar master stop date.

1. (Optional) If you have previously saved a parameter set, at the bottom of the screen in the drop-down list, select the name of the parameter set you wish to run and then click **Apply**.


The image shows a search interface with a text input field containing the text 'Search1'. To the right of the input field is a blue button with a white circular icon and the word 'Apply' in white text. The button is highlighted with a red circle.

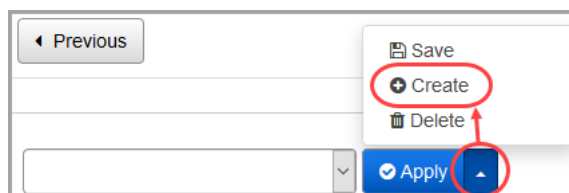
Your saved selections display on each applicable tab and you can proceed to the **Summary** tab to run the search.

- If you do not have a search saved, select your search criteria as you tab through each of the options and subtabs.



Following are important notes regarding the **SIS Student Search** options.

- Filter Criteria** tab's **Ad Hoc** subtab – If you select an ad-hoc membership as part of your search criteria, StudentInformation ignores all other filters on all other subtabs.
 - Filter Criteria** tab **Students** subtab:
 - To enter only part of the name in any of the name fields, enter the first couple letters followed by %. (For example, to see all names starting with “Sa,” enter *sa%*.)
 - Enter **Student Numbers**, **Social Security Number**, and **EMIS ID** separated by commas.
 - Filter Criteria** tab **EMIS** subtab – Enter **SSID**, **District of Residence IRN**, **Sent To IRN**, **How Received IRN**, **Attending Building IRN**, **Admitted From IRN**, and **Withdrawn to IRN** separated by commas.
 - Field Selection** tab **Students** subtab – The **Non-Public SSID** checkbox displays only if you have a non-public school or district in context.
 - Field Selection** tab **EMIS** subtab – The **State Student ID (SSID)** and **Free/Reduced Lunch Status** checkboxes display only if you have the proper security permissions. (For more information, see the *ProgressBook StudentInformation Security Guide*.)
- (Optional) Once you have selected all your choices, you can name and save the set of parameters to use in later searches by clicking  and then **Create**.

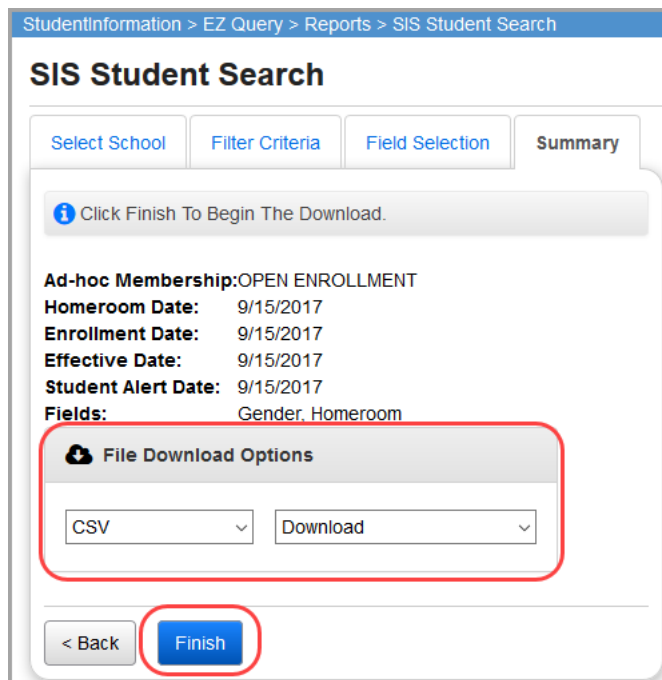


Enter a name for your parameter set and then click **Save**. You can now apply this parameter set and its selections when you wish to run it (see [step 1](#)).



Note: The parameter sets you save are visible only to you.

4. On the **Summary** tab, review the summary of your selection criteria.
5. Select your file download options and click **Finish**.



The output file returns the students and fields matching your selection criteria.

	A	B	C	D	E
1	FirstName	MiddleName	LastName	StudentNumber	Homeroom
2	Max		Able	680073371	4-103
3	BILLIE		ALEXANDER	490203	
4	DARRYL		ALEXANDER	390281	
5	ERIK		ALEXANDER	490316	6-127
6	Holmvik		Anders	194063	5-106
7	DORA		ANDREWS	696429	
8	GUY		ANDREWS	696283	4-202
9	HUGH		ANDREWS	696244	3-206
10	MARLENE		ANDREWS	590242	
11	MAX		ANDREWS	190470	
12	JAY		AVERY	280016	
13	JOHNNY		AVERY	190436	
14	KELLY		AVERY	490246	5-105
15	MIGUEL		AVERY	270016	
16	SANDRA		AVERY	196066	6-145
17	DAISY		AYALA	149045	4-103
18	ALICE		BALL	790489	6-145
19	CHERYL		BALL	268294	6-135E
20	CLYDE		BALL	159024	5-208
21	DUSTIN		BALL	390290	
22	JUDITH		BALL	159015	5-213
23	JULIE		BALL	390262	6-143
24	KATHERINE		BALL	595049	
25	LEWIS		BALL	495044	5-132
26	MAURICE		BALL	496057	6-156
27	ROSE		BALL	493047	
28	AARON		BALLARD	696448	
29	DANNY		BALLARD	592052	
30	PHILLIP		BALLARD	280001	6-124

Student Membership/Services Search

Navigation: StudentInformation > EZ Query > Reports > Student Membership/Services Search

You can search for specific memberships and services and the students who are associated with them.

On the **Student Membership/Services Search** screen, select your criteria, and click **View List**.

Note: The **Special Education Services** dual listbox only displays if FY13 or later is in context. For prior years, you enter special education services on the **Edit Student Memberships** screen and select them for this report in the **Membership Code** dual listbox.

StudentInformation > EZ Query > Reports > Student Membership/Services Search

Student Membership/Services Search

List of Student Memberships

School: ASHLAND HIGH SCHOOL ▾

School Year: 2016-2017 ▾

Date Range: 08/25/2016 [calendar icon] to 05/31/2017 [calendar icon]

Grade

09 - 09
10 - 10
11 - 11
12 - 12

Membership Group

50 - 50
test - test
11 - Intervention
12 - Post-secondary Enrollment Options Program

Membership Code

Extended Learning Time (Each Week)
Guided Reading (Small Group Instruction)
Increase Reading Time
Interactive Writing

Special Education Services will not be used to filter results for school years prior to FY13.

Special Education Services

215001 - Adapted Physical Education Services
215002 - Aide Services
215003 - Attendant Services
215004 - Audiological Services

View List

A list of memberships/services and associated students displays at the bottom of the screen.

Membership Group	Membership Code ▲	Membership Name	School Code	Student ID	Last Name	Given Name	Grade	School Year	Term
C	BAND	Band	DOHS	4305011	Knight	Galina	9	2016	
C	BAND	Band	DOHS	4305012	Arnold	Guiliana	9	2016	
C	BAND	Band	DOHS	4305013	Harper	Gaby	9	2016	
C	BAND	Band	DOHS	4305014	Lawson	Gabriel	9	2016	

List of Students Without Disciplinary Incidents

Navigation: StudentInformation > EZ Query > Reports > Students Without Disciplinary Incident

You can view and download a list of all students without any disciplinary incidents.

1. On the **List Of Students Without Disciplinary Incidents** screen, in the drop-down list, select the school.
2. Select whether you want to view only **Active Students** or **All Students**.
3. (Optional) Select your file download options.


Note: If you do not select any file download options, the list displays at the bottom of the screen.

4. Click **View Summary**.

StudentInformation > EZ Query > Reports > Students Without Disciplinary Incident

List Of Students Without Disciplinary Incidents

ASHLAND HIGH SCHOOL ▾ Active Students All Students

 File Download Options

Select A File Type ▾ Select A Download Method ▾

View Summary

The students with no disciplinary incidents who match your search criteria display in a report or on the screen, based on your selections.

Students Without Disciplinary Incidents – Viewed on Screen

StudentInformation > EZ Query > Reports > Students Without Disciplinary Incident

List Of Students Without Disciplinary Incidents

SADoc High School Active Students All Students

File Download Options

Select A File Type Select A Download Method

[View Summary](#)

Student ID	School Code	First Name	Last Name ▲	Grade
4304027	DOHS	Arpad	Adkins	12
4314024	DOHS	Taylen	Aguilar	12
4305029	DOHS	Gram	Alvarado	12
4310015	DOHS	Calypso	Alvarez	10
4303013	DOHS	Ivana	Andrews	10
4308013	DOHS	Marc	Armstrong	10
4305012	DOHS	Guilliana	Arnold	10
4301014	DOHS	Siri	Austin	10
4308023	DOHS	Malcom	Baldwin	12
4305022	DOHS	Gloria	Ball	12

Students Without Disciplinary Incidents – Download File

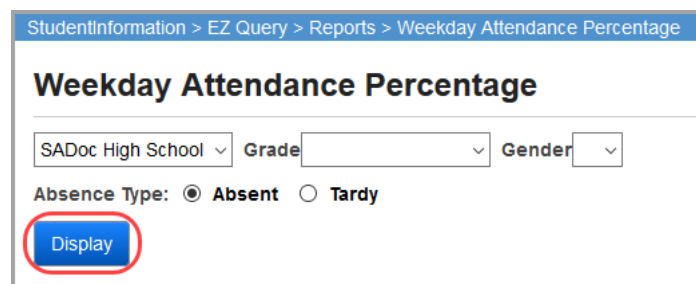
	A	B	C	D	E
1	StudentID	Code	Lastname	FirstName	Grade
2	1224	DAHS	LEE	HARPER	9
3	4002	DAHS	FONT	ELLA JANE	12
4	4003	DAHS	JOHNSON	GEORGE EVAN	12
5	4004	DAHS	POTTS	JORDAN DANIEL	12
6	4005	DAHS	WELLS	JOBETH	12
7	4008	DAHS	SAWYER	THOMAS	11
8	5002	DAHS	PERRY	MICHAEL JAY	11
9	5003	DAHS	POTTS	IAN MICHAEL	11
10	5004	DAHS	SPRAT	JACK JOSEPH	11
11	5005	DAHS	WELLS	JONA RENEE	11
12	6001	DAHS	EYE	CORY ROBERT	10
13	6002	DAHS	FONT	MICHELLE LYNN	10
14	6003	DAHS	JONES	WHITNEY ANN	10
15	6004	DAHS	LINE	TROY AARON	10
16	6005	DAHS	MAY	DAISY LEE	10
17	7003	DAHS	RING	NICOLE SUZANNE	9

Weekday Attendance Percentage

Navigation: StudentInformation > EZ Query > Reports > Weekday Attendance Percentage

You can view a school's absence and tardy percentages broken out by day of the week so you can track student absence trends.

1. On the **Weekday Attendance Percentage** screen, in the drop-down list, select the school for which you want to view absence or tardy percentages.
2. (Optional) Select a **Grade** and/or **Gender** to filter results by those criteria.
3. For the **Absence Type** option, select whether to display **Absent** or **Tardy** percentages.
4. Click **Display**.



The screenshot shows the 'Weekday Attendance Percentage' report interface. At the top, a breadcrumb trail reads 'StudentInformation > EZ Query > Reports > Weekday Attendance Percentage'. Below this, the title 'Weekday Attendance Percentage' is displayed. The form includes three dropdown menus: 'SADoc High School', 'Grade', and 'Gender'. Underneath, the 'Absence Type' section has two radio buttons: 'Absent' (which is selected) and 'Tardy'. A blue 'Display' button is located at the bottom left of the form, highlighted with a red circle.

The absence or tardy percentages for the school and school year in context display in a bar graph and chart showing each day of the week and the attendance or tardy percentage.

