## Kindergarten Report Card

Kindergarten teachers use Students Achieve to enter outcome based marks but NOT Characteristics of Successful Learner marks.

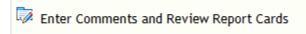
In the past Kindergarten teachers have been responsible for attaching a word document with the Kindergarten Specific CSL marks to a report card. Now you do this in MAPLEWOOD.

Kindergarten teachers do not do programming codes. (NEW)

Term 1 ONLY has CSL marks, Term 2 and 3 will have both outcomes based marks AND CSL marks.

## What do you do?

- ✓ Consistently keep appropriate outcome achievement data in students achieve as in the past.
- ✓ At report card time, use the get into Maplewood.

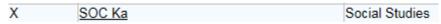


button to

✓ Click Class Achievement



✓ Choose your Social K class



✓ Enter the CSL marks directly into Maplewood in the empty boxes for each reportable CSL.



(hover over the topic titles for a pop up to appear. Don't click on the topic titles. Just click in the empty box to choose C,U,S,R for Consistently, Usually, Sometimes, and Rarely. To 'autofill' ensure your cursor is in a box with a letter pre-chosen you want, and hit Shift-ctrl-down arrow.)

✓ Enter generic comments in the Social Studies class comment box.

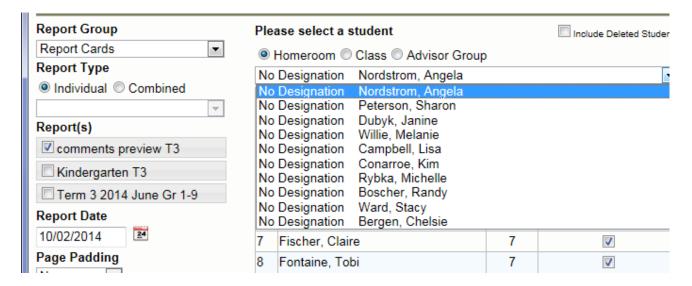


✓ Print the Kindergarten report card on LEGAL paper. Choose Kindergarten CSL only for term 1.



## Printing tips:

- 1.) Choose your name from the list.
- 2.) Select all or none...and check off one student. The students checked will print.
- 3.) On the side where it has reports listed. Look for the appropriate one. Kindergarten CSL only T1, for first term, comments preview to just check comments, Kindergarten T2 or T3 for second and third terms.



After you have the report on your screen in pdf format, print it. In the PROPERTIES of the printer, ensure you have chosen LEGAL paper.

