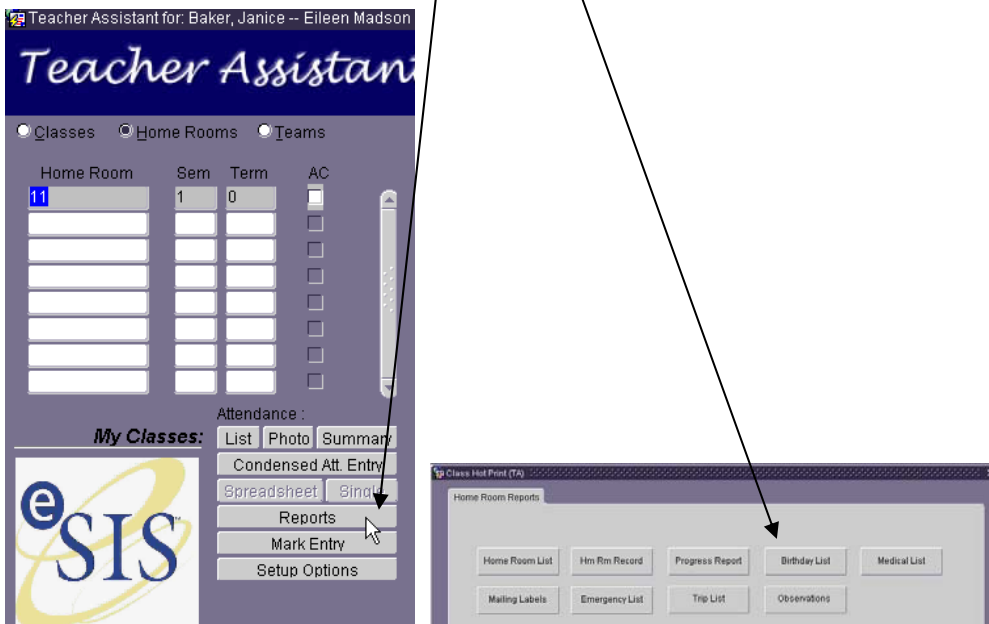
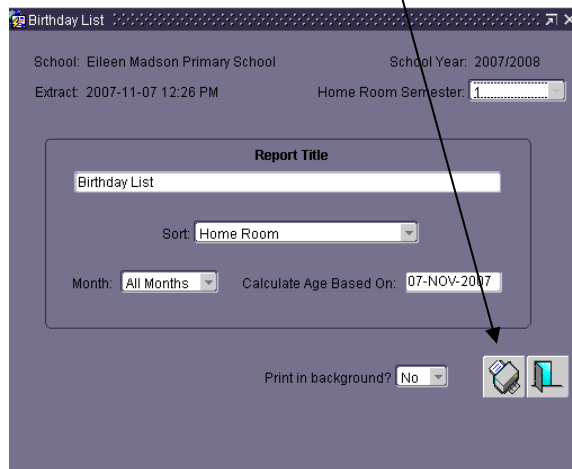


Printing Curriculum Report Cards by Teachers

- From the Start Screen select Reports > Birthday List and run the report.



Click on the printer icon to run the report.



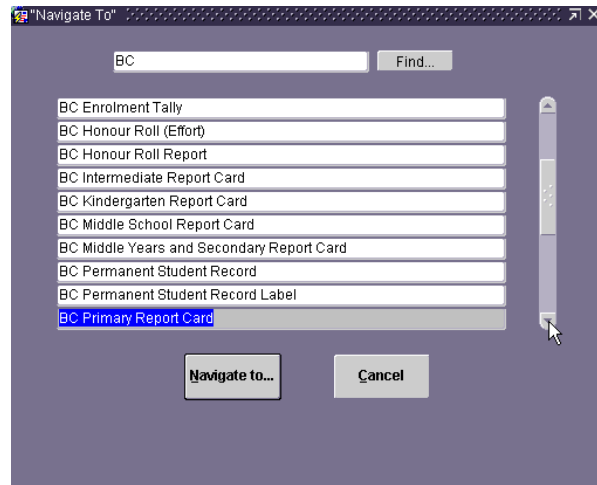
- Close the popup report window and return to the Start Screen.
- From the Start Screen, bottom right, click on the blue Navigate button



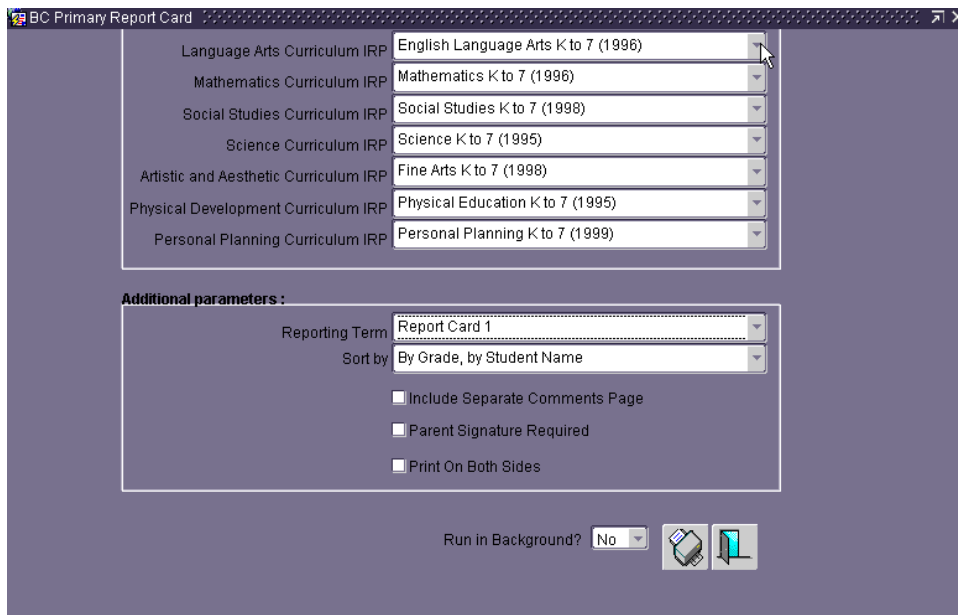
- In the navigate screen type BC (not case sensitive) in the open field and click Find.



- Scroll down the list until you come to the correct BC report card. Highlight your choice and click on the Navigate to... button.



- The example below is the Primary report card. Choose English Language Arts K-7 from the drop down list, and select your reporting period. Then click on the printer icon.



- The pdf report generated can be viewed, saved or printed.