

Class List for Lunch Count in PowerSchool (STU730x)

From the Start Page

Click on Run Reports

Click on Class Rosters (PDF) near the very bottom of the page

Scheduling	Description
Teacher Maximum Load Report	Shows the number of students assigned to a teacher, compared against a district maximum per teacher.
Statistics	Description
Parental Access Statistics	Summary report for parent logins.
Student Listings	Description
At Risk	New Report! - A listing of courses, sections and grades associated with students who are currently at risk of failing for the current term.
Class Rosters (PDF)	Class information and roll sheets.
Master Schedule (PDF)	User definable student schedule report.
Student Schedule Listing	User definable student schedule report.

1. Select the teachers individually by clicking on each name or select multiple teachers using the Ctrl button.
2. Select individual class periods or all class periods
3. Select specific enrollment dates or status

Class Rosters (PDF)

Print rosters for
(hold the CTRL key to make multiple selections)

Rafalski, Jessica
Rodgers, Jodi
Stark, Elizabeth
Strait, Ayesha
Tunich, Kristin
Tyburski, Julie

Meeting(s) (leave unchecked for all)

1 A
2

Per class period

Include students who

are currently enrolled in class
 were enrolled on
 were enrolled any time between and

For current class list as of today
For a specific day
For a time period (used prior to the start of school)

4. Make your selection for Heading font, Size, line height style like example below.

Heading font: Times

Size, line height, style: 10 (points) Bold Italic Underline

Print heading on: First page of each class

Heading text (Fields):
 Enter ^(teachername) to cause the teacher name to appear, and ^(class_expression) for the expression

```

~(teachername)
Clas Size ~(No_of_Students)
Period ~(expression)
Sec# ~(section_number)
Room# ~(Room)
H-Hot Lunch P-PB&J H-Ham/cheese M-Milk only
  
```

5. Enter the following into the Heading text box

```

~(teachername)
Class Size ~(No_of_Students)
Period ~(expression)
Sec# ~(section_number)
Room# ~(Room)
You can any variable – we chose a lunch code
  
```

Print heading on: First page of each class

Heading text (Fields):
 Enter ^(teachername) to cause the teacher name to appear, and ^(class_expression) for the expression

```

~(teachername)
Class Size ~(No_of_Students)
Period ~(expression)
Sec# ~(section_number)
Room# ~(Room)
  
```

Column title font: Courier

Size, line height, style: 10 (points) Bold Italic Underline

Print column titles on: All pages

Roster Font: Courier

Size, line height, style: 9 (points) Bold Italic Underline

Format: field name \ column title \ column width \ alignment

```

lastfirst\Name\ 1
Grade_Level\Grade
\Mon Lunch
\Tues Lunch
\Wed Lunch
\Thurs Lunch
\Fri Lunch
  
```

Note: A pink callout box points to the heading text and column title font settings, containing the text: "Enter the codes in the text boxes as highlighted" and "Leave the font and page set up in the default".

6. Enter the following in the Roster columns text box:

```

LastFirst\Name\1
Grade_Level\Grade
\Mon Lunch
\Tues Lunch
\Wed Lunch
\Thurs Lunch
\Fri Lunch
  
```

Rule width (points)	Horizontal <input type="text" value="2"/> Vertical <input type="text" value="2"/>
Cell padding (points)	Horizontal <input type="text" value="4"/> Vertical <input type="text" value="4"/>
Page size	Letter (8 1/2" x 11") <input type="button" value="v"/> Custom size: Height <input type="text"/> Width <input type="text"/>
Margins (inches)	Left <input type="text" value="1.0"/> Top <input type="text" value=".6"/> Right <input type="text" value="1.0"/> Bottom <input type="text" value=".6"/>
Orientation, Scale	Portrait (vertical) <input type="button" value="v"/> <input type="text" value="100"/>
Watermark text	<input type="text"/> <input type="text"/>
Watermark mode	Overlay <input type="button" value="v"/>
When to print	ASAP <input type="button" value="v"/> <input type="text"/> <input type="button" value="v"/> <input type="button" value="v"/>

7. Click Submit at the bottom on the form

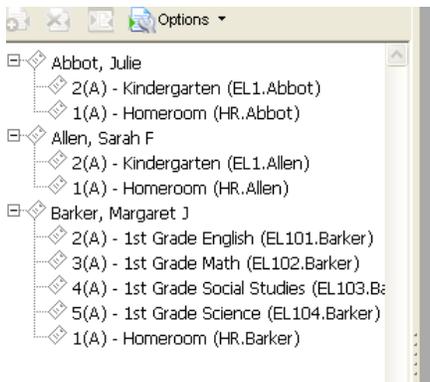
Report will be sent to the Report Queue

Report Queue (System) - My Jobs [Refresh](#)

Created	Job Name	Started	Ended	Status	
08/23/2009	Class Rosters	08/23/2009 2:48 PM	<input type="text"/>	Running <input type="text"/>	<input type="button" value="x"/>
08/23/2009	Class Rosters	08/23/2009 2:45 PM	08/23/2009 2:45 PM	Completed View	<input type="button" value="x"/>
08/23/2009	Class Rosters	08/23/2009 2:42 PM	08/23/2009 2:42 PM	Completed View	<input type="button" value="x"/>

8. Once it has completed, click on view

9. It will open in Adobe to save or print



Abbot, Julie
 Clas Size 19
 Period 2(A)
 Sec# Abbot
 Room# 11
 H-Hot Lunch P-PB&J H-Ham/cheese M-Milkonly

Name	Grade	Mon Lunch	Tues Lunch	Wed Lunch	Thurs Lunch	Fri Lunch
Ahn, Matthew G	0					
Brush, Jed G	0					
Daniels, Nick	0					
Fredericks, Johnny	0					
Hamilton, Kirsten B	0					

If you need to go back to the form to edit a field, remember to re-select your teachers.