## **Destiny** FCAT Level Reporting

February 9, 2014



This step-by-step guide will help you create a FCAT Level Report which will list students by their FCAT level and then by their Homeroom as well as each student's circulations for today, this month, this year and overall total for all years in the system. This report will help you identify students who may need some extra assistance to locate materials suited to their reading and interest level. Step 1:

Click on the Reports tab and then the Patron Reports link. The Patron Statistics-Summary report is located at the bottom of the Patron Reports page.



## Step 2:

At the next screen, group by **FCAT level** and then by **Homeroom**. Select only Student Patron Type and only Active and Restricted students under Statuses.

Click on the Update button.

$\bigcirc$					Logo	ut   Help   ¥⁄Sho			
List All Sites	Home Dashb	oard Catalog	Circulation	Reports Back Offi	ce				
	Patron Reports > Patro	n Statistics - Summa	iry						
Library Reports						How do I [?]			
Patron Reports	[ Customize Summa	ary ] [ ? ]				Printable			
Report Builder	Pa	trons	Today	This Month	ibrary Circulations This Year	Total			
	Faculty	180	0 [0.00%]	304 [58.80%]	2,664 [29.82%]	70,499 [70.00%]			
Report Manager	Student	1,338	0 [0.00%]	213 [41.20%]	6,271 [70.18%]	30,211 [30.00%]			
		1.518	0	517	8,935	100.710			
	Use the following option ustomize this summary.								
		Only inclu							
		Patron	Statuses						
		3 Fac	4 Active						
		Stu	Restricted Inactive						
	ji∰ = Select All								

## Step 3:

The resulting report will list the homeroom sections that have students in each FCAT Level. It will also list the number of students in each homeroom section with that FCAT level along with their circulations for today, this month, this year and their total overall circulations.

Click on any Homeroom section under any FCAT level group to see a list of students with their individual circulations.

If the Homeroom is "Other", those students have no FCAT Level data in their records.

				[Logout]   Help   ∰ Shop			
List All Sites	Home Dashb	oard Catalog Circulation	Reports	Back Office			
	Patron Reports > Patro	n Statistics - Summary					
Library Reports						How do I ?	
Datum Douasta	[ Customize Summa	ary ] [?]		🚔 Printable			
Factorineports	P	atrons		Library Cir			
Report Builder	FCAT Level: 1 by F	Homeroom	Today	This Month	This Year	Total	
Report Manager	307	1	0 [0.00%]	1 [0.47%]	Z4 [0.39%]	97 [0.39%]	
	309	Homerooms with	0 [0.00%]	0 [0.00%]	39 [0.95%]	354 [1.33%]	
	401	FCAT Level 1	0 [0.00%]	5 [1.41%]	108 [1.75%]	404 [1.84%]	
	401	students	0 [0.00%]	1 [0.47%]	39 [0.63%]	206 (0.46%)	
	402	4	0 [0.00%]	0 [0.00%]	38 [0.61%]	290 [1.18%]	
	501	4	0 [0.00%]	0 [0.00%]	38 [0.61%]	133 [0.53%]	
	501	2	0 [0.00%]	0 [0.00%]	0 [0.00%]	01 [0.24%]	
	502 Numb	per of FCAT	0 [0.00%]	4 [1.88%]	63 [1.02%]	/34 [2.91%]	
	503 Level	1 students in	U [0.00%]	U [0.00%]	29 [0.47%]	405 [1.61%]	
	ach each	Homeroom	U [0.00%]	U [0.00%]	14 [0.23%]	2/8 [1.10%]	
	<u>1N3</u>		0 [0.00%]	0 [0.00%]	14 [0.23%]	52 [0.21%]	
	<u>1N4</u>	1	0 [0.00%]	0 [0.00%]	0 [0.00%]	0 [0.00%]	
	Other	1	0 [0.00%]	0 [0.00%]	0 [0.00%]	31 [0.12%]	
		57	0 [0.00%]	9 [4.23%]	426 [6.89%]	3,001 [11.92%]	
	401	11	0 10 0000 1	12 10 100/1	162 12 (201)	716 12 0401	
	402		[0.00%]	1 (0.47%)	72 [2.62%]	710 [2.84%]	
	402	Click on any link for a list of	[0.00%]	1 [0.47%]	72 [1.16%]	284 [1.05%]	
	403	students in that Homeroom	[0.00%]	0 [0.00%]	29 [0.47%]	104 0.53%)	
	<u>404</u>		[0.00%]	0 [0.00%]	33 [0.53%]	104 [0.41%]	
	501	9	0 [0.00%]	0 [0.00%]	U [0.00%]	305 [1.21%]	
	502	6	U [0.00%]	U [0.00%]	17 [0.27%]	242 [0.96%]	
	503	0	U [0.00%]	U [0.00%]	32 [0.52%]	362 [1.44%]	
	504	9	0 [0.00%]	0 [0.00%]	11 [0.18%]	491 [1.95%]	
	505	2	0 [0.00%]	0 [0.00%]	0 [0.00%]	226 [0.90%]	
	<u>G05</u>	3	0 [0.00%]	0 [0.00%]	55 [0.89%]	196 [0.78%]	
	Other	1	0 [0.00%]	0 [0.00%]	0 [0.00%]	26 [0.10%]	
	FEAT Lough Share	61	0 [0.00%]	14 [6.57%]	411 [6.65%]	3,065 [12.17%]	
	3RG	nomeroom 1	0 10 00041	0 10 008/1	0 10 00013	10 10 0001	
	401	1		6 10.00%]	0 [0.00%]	19 [0.08%]	
	402	0	0 [0.00%]	0 [2.82%]	80 [1.29%]	372 [1.48%]	
	402		0 [0.00%]	1 [0.47%]	99 [1.60%]	324 [1.29%]	
	403	6	U [0.00%]	1 [0.47%]	80 [1.29%]	349 [1.39%]	