

Class Size Reduction Report

Current Course Enrolments

Do you have several families wanting to enrol a child in your school? Need to quickly check the current enrolments in several Homerooms?
The *Class Size Reduction Report* is the answer...

Step 1: Navigate to the Report

Start Page → System Reports → System tab → Class Size Reduction Report

Step 2: Complete the Report

Class Size Reduction Report

Report Name	Class Size Reduction		
Version	3.21		
Description	This report displays the daily enrollment changes for selected courses and sections for a specified date range.		
Comments	ClassSizeReduction.pdf		
Reporting Segment or Begin Date and Ending Date*	<input type="radio"/> No Reporting Segments defined -> Setup Reporting Segments	Begin Date: Yesterday	Ending Date: Today
Processing Options	<input checked="" type="radio"/> 10/21/2015 10/22/2015 (MM/DD/YYYY)	You need it now.	
Specific Date/Time	ASAP		
	(MM/DD/YYYY) /		
Data to be filled	(Check checkbox on the right to save as default value) <input type="checkbox"/> Reset All		
Exclude counts for students enrolled in this Special Program	<input type="checkbox"/>		
Sort By*	Course Number	NGHRA1308	<input type="checkbox"/>
Include only these Course Numbers*	NGHRA1308	Course code for Homeroom	<input type="checkbox"/>
Include/Exclude Section Numbers*	Include	<input type="checkbox"/>	
Section Numbers		Leave Section Numbers blank to generate a report for all Homerooms.	<input type="checkbox"/>
Check for possible conflicts	<input type="checkbox"/>		
Note: Do not run this report for reporting segments if segments are longer than 20 school days. Also, you must have the Reporting Segments radio button above selected when using this option.			
The report will break to a new page for each:	Month	<input type="checkbox"/>	
Report Output Locale	English	<input type="checkbox"/>	

Step 3: Interpret the Report

Class Size Reduction Report

				October		
				C	D	
				W	T	
Teacher	Course	Section	Grade	21	22	Avg
1. [Teacher Name]	NGHRA1308	1A	1	16	16	16.00
2. [Teacher Name]	NGHRA1308	1B	1	16	16	16.00
3. [Teacher Name]	NGHRA1308	2A	2	16	16	16.00
4. [Teacher Name]	NGHRA1308	2B	2	17	17	17.00
5. [Teacher Name]	NGHRA1308	3A	3	19	19	19.00
6. [Teacher Name]	NGHRA1308	3B	3	15	15	15.00
7. [Teacher Name]	NGHRA1308	4A	4	9	9	9.00
8. Teacher Names	NGHRA1308	4B	4	18	18	18.00
9. [Teacher Name]	NGHRA130856A		0	19	19	19.00
10. [Teacher Name]	NGHRA1308	5B	5	18	18	18.00
11. [Teacher Name]	NGHRA1308	6B	6	19	19	19.00
12. [Teacher Name]	NGHRA130878A		0	15	15	15.00
13. [Teacher Name]	NGHRA1308	7B	7	15	15	15.00
14. [Teacher Name]	NGHRA1308	8B	8	16	16	16.00
15. [Teacher Name]	NGHRA1308	KA	0	15	15	15.00
16. [Teacher Name]	NGHRA1308	KB	0	14	14	14.00

Specified date range.

Average enrolment for the specified date range.

Enrolment by Homeroom section on each date in the specified range.