Utah STATE OFFICE of Education

ASPIRE

Student Summary

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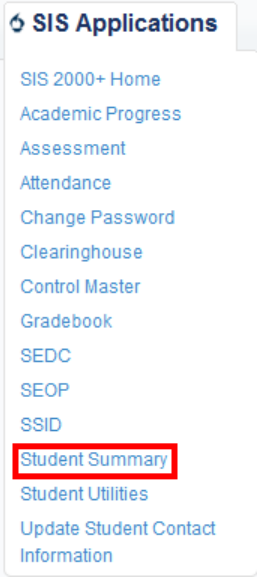
Student Summary

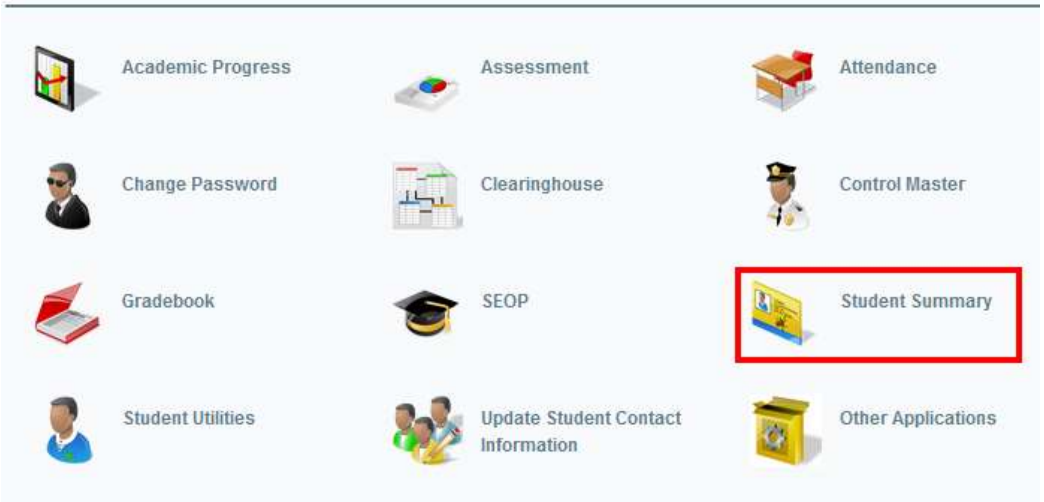
Accessing the Student Summary

There are two ways to access the Student Summary screen.

1. Hover your mouse over SIS Applications to display the drop-down menu, then click **Student Summary**.



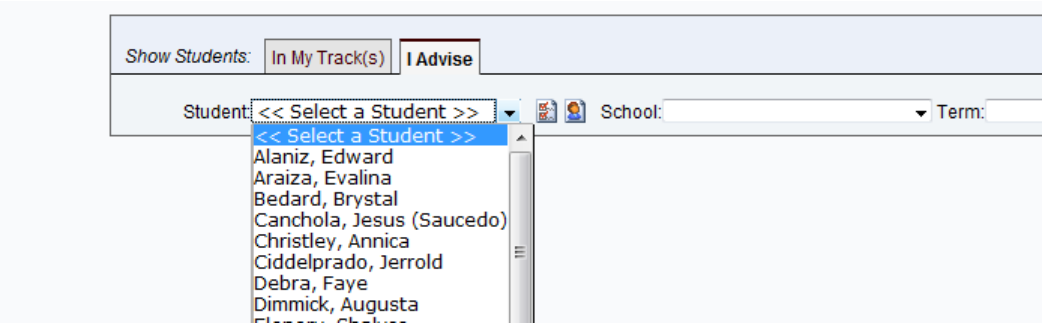
2. If your landing page does not already show the Student Summary option, press SIS Applications, then click **Student Summary.**



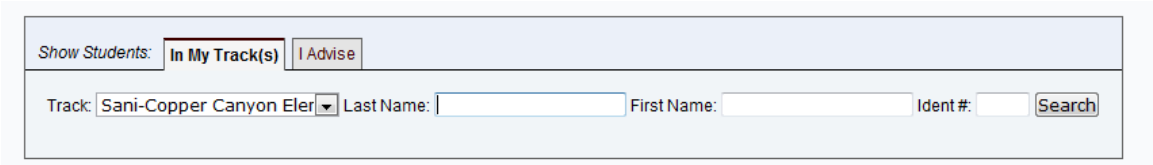
Choosing Students

There are two tabs to choose from: "In My Track(s)" and "I Advise". Select the appropriate tab.

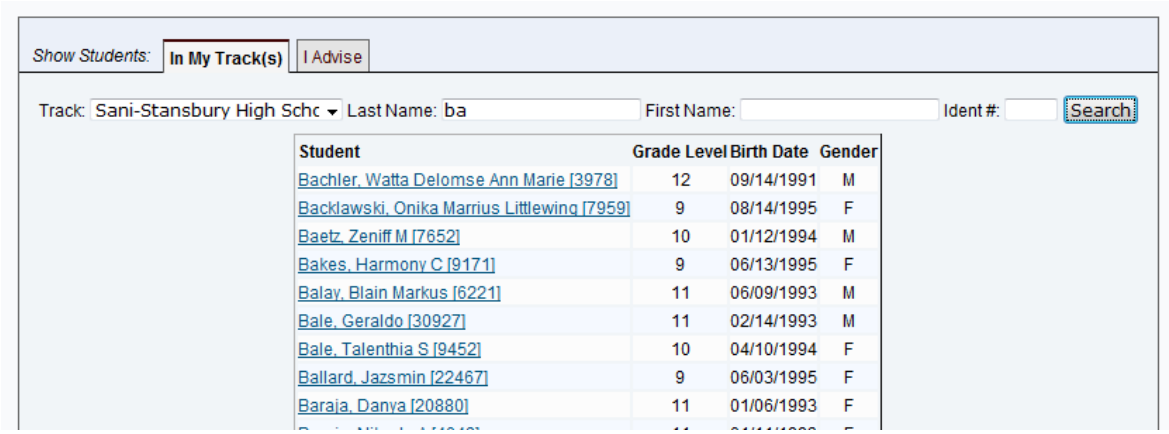
- If you choose the "I Advise" tab, choose a name from the drop-down list.



- If you choose "In My Track(s)", select a **Track**, then either enter an **Ident #** or a **Last Name** and/or **First Name**. You only need to enter a few letters into the name fields. Press **Search**.

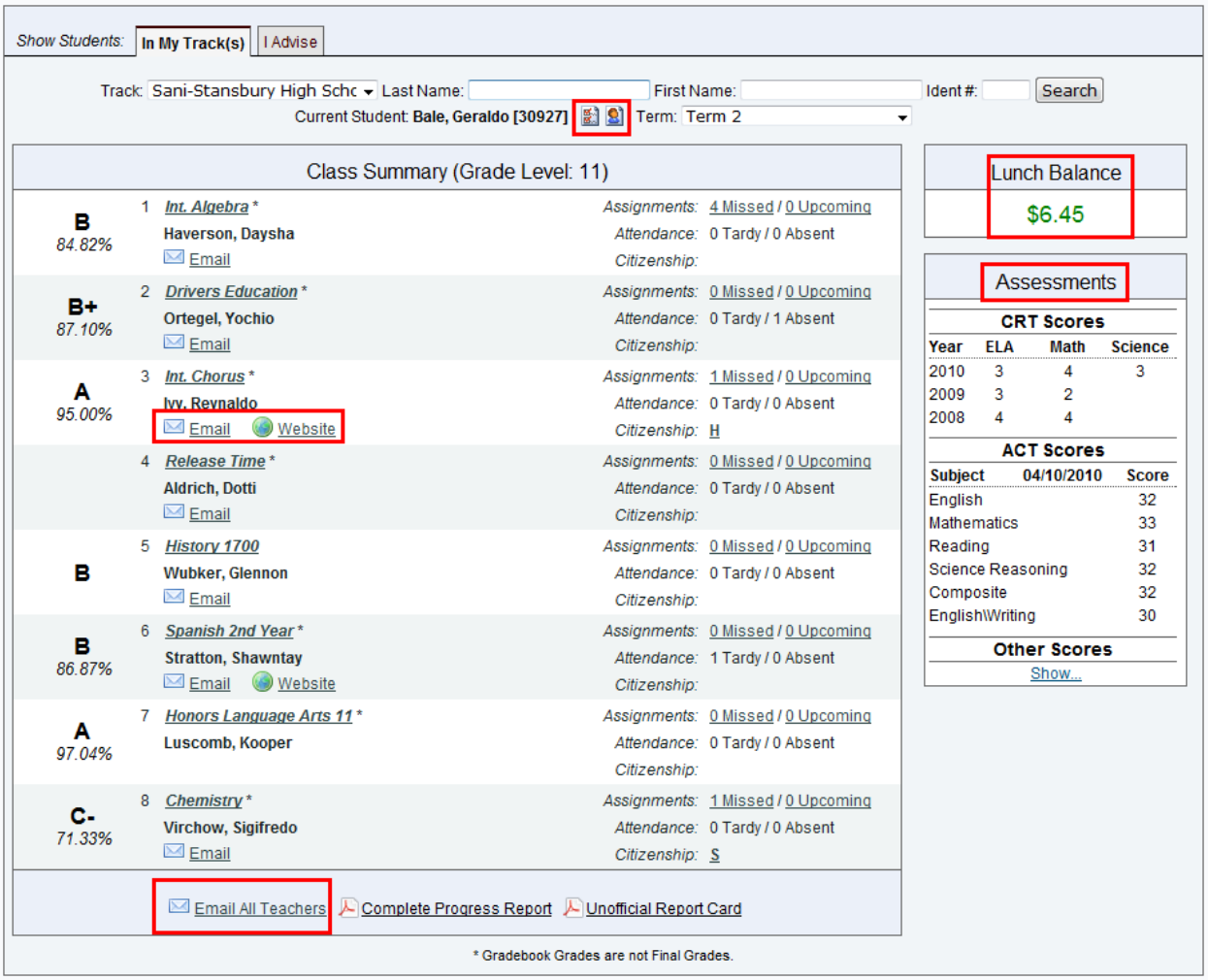


- Choose a student from the displayed list.



The Student Summary Screen

The Student Summary screen will look something like the following:



- Notice that the lunch balance appears in the top right. This will only appear if permissions are granted.
- Emails can be sent to individual teachers by clicking on the email link under the teacher's name. This will only be available if permissions are granted.
- Emails can also be sent to all teachers by clicking on the link at the bottom of the screen. This will only be available if permissions are granted.
- If the faculty member has entered a web address into their User Profile, a link will appear under the faculty member's name. This will only be available if permissions are granted.

- Assessment scores appear in the right side of the screen. This will only be available if permissions are granted.
- At the bottom of the screen are links to the **Complete Progress Report** and the **Unofficial Report Card**.
- Click on the icon (next to the student name) to see the student's attendance. It will look similar to the following:

Student Attendance
Sani-Stansbury High School
(435)833-1900
Term 1

Bale, Geraldo (30927) Grade: 11

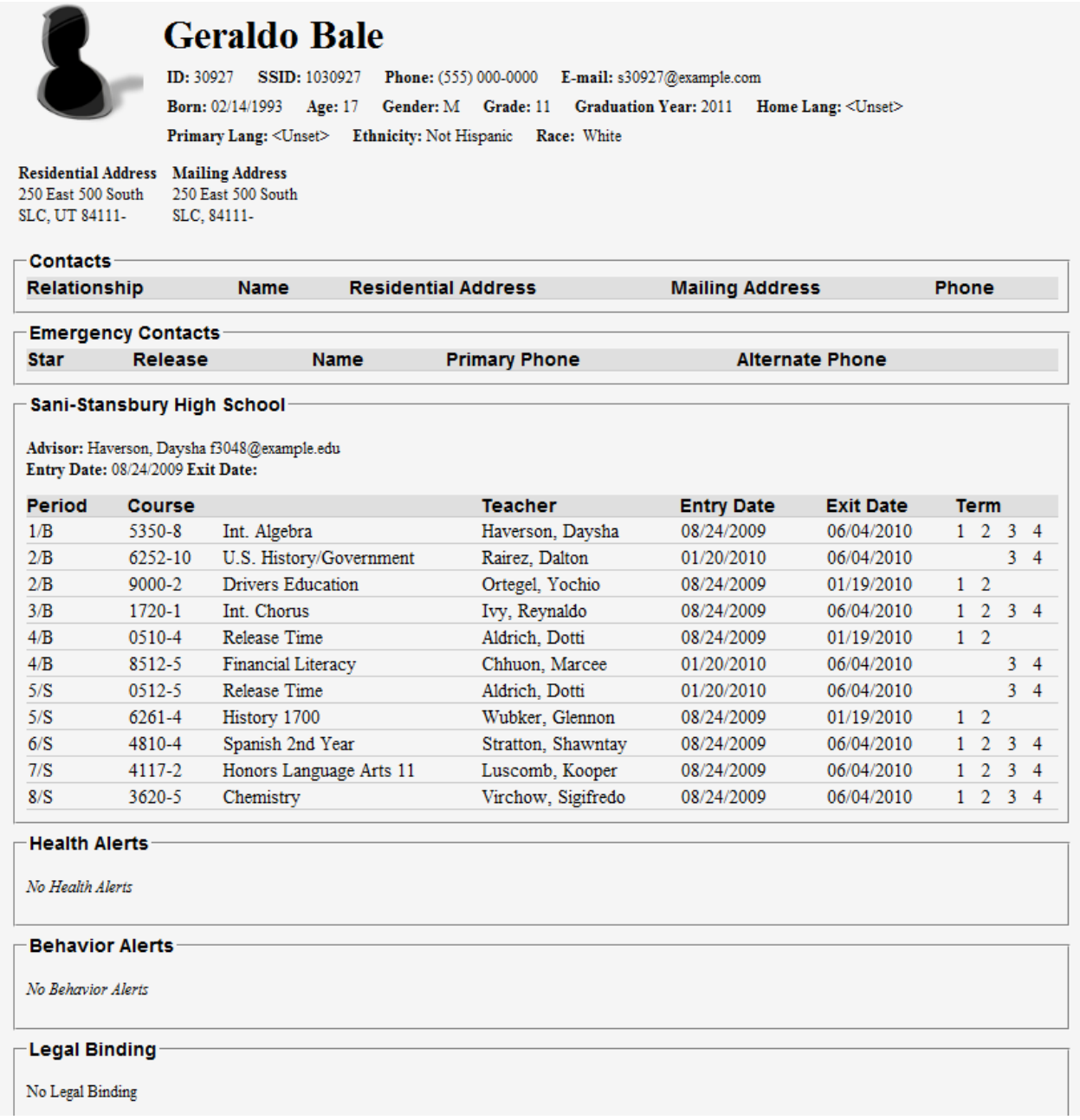
Per	Course		Teacher	8/24/09	8/31/09	9/7/09	9/14/09	9/21/09	9/28/09	10/5/09	10/12/09	10/19/09	10/26/09	Tardy	Abs
				M T W T F	M T W T F	M T W T F	M T W T F	M T W T F	M T W T F	M T W T F	M T W T F	M T W T F	M T W T F		
B/1	5350-8	Int. Algebra	Haverson											0	0
B/2	6252-10	U.S. History/Government	Ralrez	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	0	0
B/2	9000-2	Drivers Education	Ortegel				X							0	1
B/3	1720-1	Int. Chorus	Ivy											0	0
B/4	0510-4	Release Time	Aldrich											0	0
B/4	8512-5	Financial Literacy	Chhuon	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	0	0
S/5	0512-5	Release Time	Aldrich	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	0	0
S/5	6261-4	History 1700	Wubker											0	0
S/6	4810-4	Spanish 2nd Year	Stratton									T		1	0
S/7	4117-2	Honors Language Arts 11	Luscomb											0	0
S/8	3620-5	Chemistry	Virchow											0	0

Attendance Codes

! - Tardy more than 20 mins	# - Unprepared	* - Educational Leave	. - Present	^ - Tardy less than 5 mins	A - Activity
B - Pre-Excused	C - Cleared Seat Time	D - Doctor's Note	E - Excused	F - Funeral	G - Testing
H - Homebound	I - In School Suspension	J - Excused Juvenile Court	K - Cleared Stuff	L - Notified by Certified	M - Met w/Admin or
N - Notified by Parent	O - Cleared Tardy	P - Personal	Q - Excused Tardy	R - Incarcerated	S - Stuff
T - Tardy	U - Unexcused	V - Vacation	X - Absent	Z - Suspended	

- Non school day.
- Day not in term.
- Not enrolled in class.

- Click on the icon (next to the student name) to see the Student Profile. It displays as follows:



Geraldo Bale

ID: 30927 **SSID:** 1030927 **Phone:** (555) 000-0000 **E-mail:** s30927@example.com
Born: 02/14/1993 **Age:** 17 **Gender:** M **Grade:** 11 **Graduation Year:** 2011 **Home Lang:** <Unset>
Primary Lang: <Unset> **Ethnicity:** Not Hispanic **Race:** White

Residential Address
250 East 500 South
SLC, UT 84111-

Mailing Address
250 East 500 South
SLC, 84111-

Contacts

Relationship	Name	Residential Address	Mailing Address	Phone

Emergency Contacts

Star	Release	Name	Primary Phone	Alternate Phone

Sani-Stansbury High School

Advisor: Haverson, Daysha f3048@example.edu
Entry Date: 08/24/2009 **Exit Date:**

Period	Course		Teacher	Entry Date	Exit Date	Term
1/B	5350-8	Int. Algebra	Haverson, Daysha	08/24/2009	06/04/2010	1 2 3 4
2/B	6252-10	U.S. History/Government	Rairez, Dalton	01/20/2010	06/04/2010	3 4
2/B	9000-2	Drivers Education	Ortegel, Yochio	08/24/2009	01/19/2010	1 2
3/B	1720-1	Int. Chorus	Ivy, Reynaldo	08/24/2009	06/04/2010	1 2 3 4
4/B	0510-4	Release Time	Aldrich, Dotti	08/24/2009	01/19/2010	1 2
4/B	8512-5	Financial Literacy	Chhuon, Marcee	01/20/2010	06/04/2010	3 4
5/S	0512-5	Release Time	Aldrich, Dotti	01/20/2010	06/04/2010	3 4
5/S	6261-4	History 1700	Wubker, Glennon	08/24/2009	01/19/2010	1 2
6/S	4810-4	Spanish 2nd Year	Stratton, Shawntay	08/24/2009	06/04/2010	1 2 3 4
7/S	4117-2	Honors Language Arts 11	Luscomb, Kooper	08/24/2009	06/04/2010	1 2 3 4
8/S	3620-5	Chemistry	Virchow, Sigifredo	08/24/2009	06/04/2010	1 2 3 4

Health Alerts

No Health Alerts

Behavior Alerts

No Behavior Alerts

Legal Binding

No Legal Binding

If a photo had been uploaded, it would appear in the top left corner.

The Student Profile shows the student's contact information, contact people, current courses, and more.