



Course Percentage Complete Report

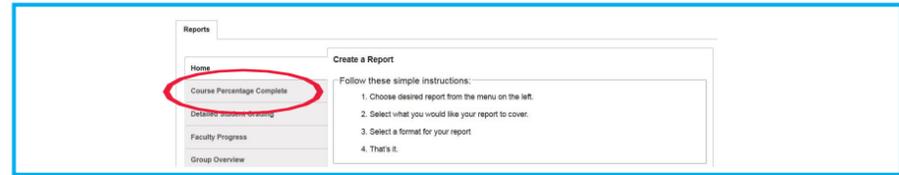
Quick Start Guide

Follow these steps to view information about student progress toward completion of courses.

1 After logging in to your Odysseyware site, navigate to the Reports tab.

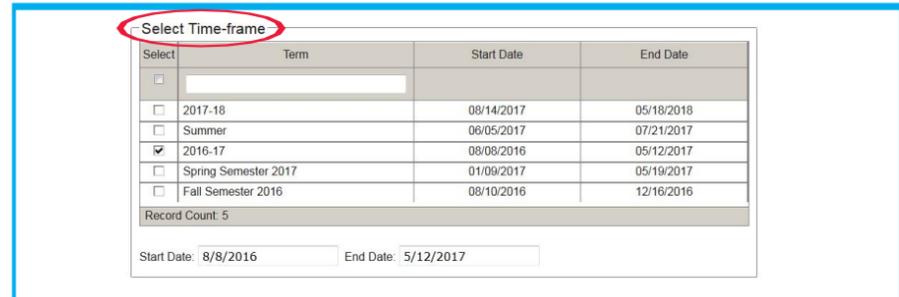


2 Choose "Course Percentage Complete" from the Reports menu.

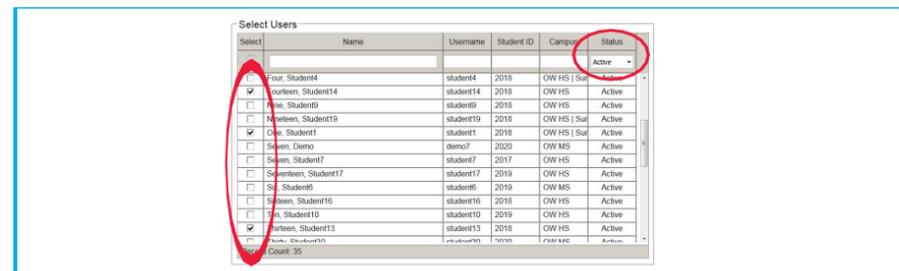


3 Select the time frame for your report. Choose an existing term or enter specific dates in the Start Date and End Date fields.

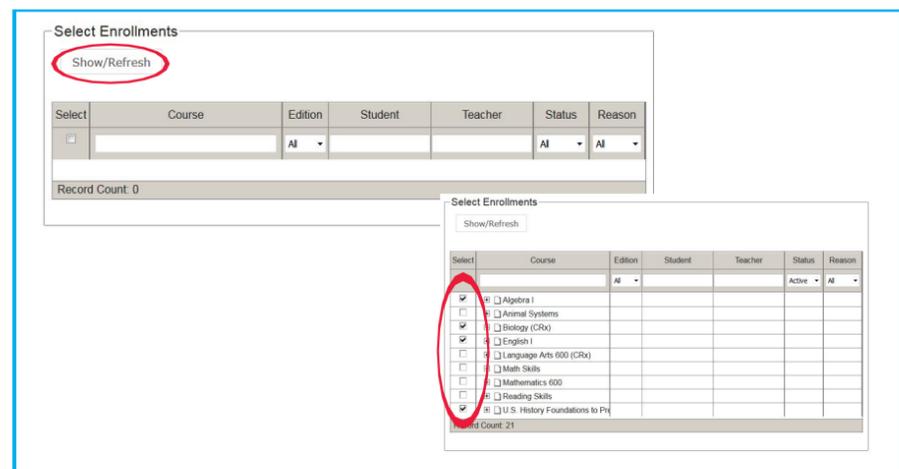
PLEASE NOTE: A report will only show information about the work students have completed during your selected time frame. If you see a blank report, return to the Time Frame field and ensure you have selected the correct dates.



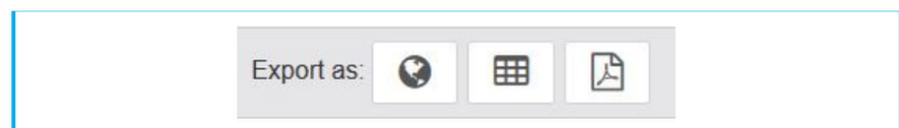
4 In the "Select Users" section, use the drop-down in the Status column to view your active students, then select the students you would like to see in your report.



5 In the "Select Enrollments" section, click the "Show/Refresh" button to view the enrollments for your selected users, then choose the courses you would like to see in your report.



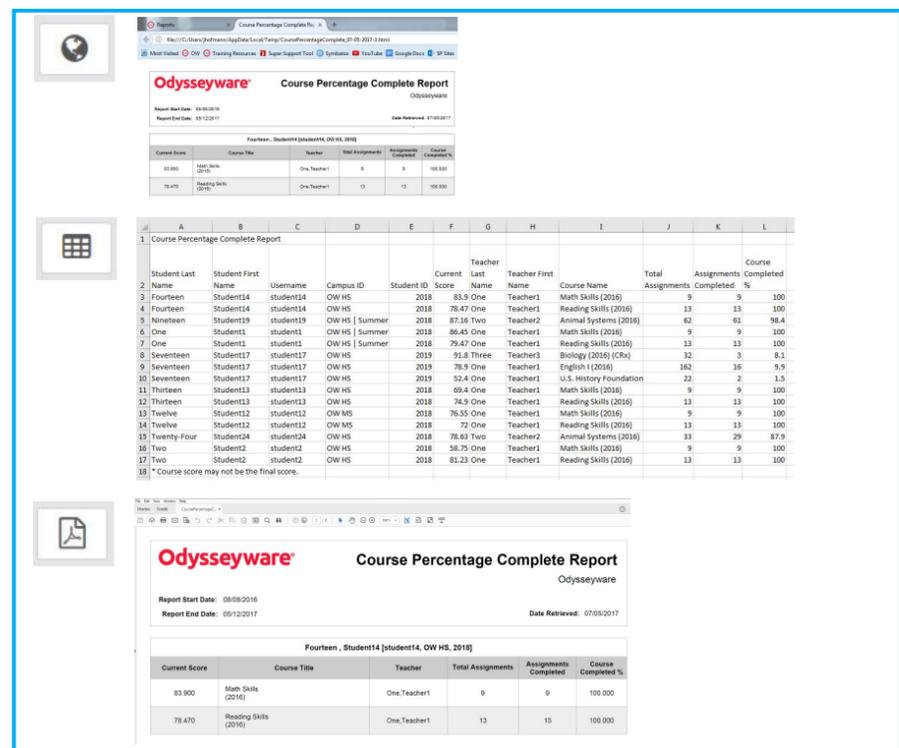
6 In the "Export As" section, choose the format for your report.



 A Web report will generate a secure URL with the report data. It is useful if you are using Odysseyware on a mobile device.

 A CSV report will generate a spreadsheet showing your report data. It is useful if you want to sort your data.

 A PDF report will generate a report that can be printed and saved.



Student Last	Student First	Name	Username	Campus ID	Student ID	Current Score	Last	Teacher First	Teacher Last	Course Name	Total Assignments	Assignments Completed %	Course Completed %
Fourteen	Student14	student14	student14	OW HS	2018	88.9	One	Teacher1	Teacher1	Math Skills (2016)	9	9	100
Fourteen	Student14	student14	student14	OW HS	2018	78.47	One	Teacher1	Teacher1	Reading Skills (2016)	13	13	100
Nineteen	Student19	student19	student19	OW HS Summer	2018	87.18	Two	Teacher2	Teacher2	Animal Systems (2016)	62	61	96.4
One	Student11	student11	student11	OW HS Summer	2018	86.43	One	Teacher1	Teacher1	Math Skills (2016)	9	9	100
One	Student11	student11	student11	OW HS Summer	2018	79.47	One	Teacher1	Teacher1	Reading Skills (2016)	13	13	100
Seventeen	Student17	student17	student17	OW HS	2019	91.8	Three	Teacher3	Teacher3	Biology (2016) (CR)	32	3	8.1
Seventeen	Student17	student17	student17	OW HS	2019	78.9	One	Teacher1	Teacher1	English I (2016)	162	16	9.9
Seventeen	Student17	student17	student17	OW HS	2019	52.4	One	Teacher1	Teacher1	U.S. History Foundations to Pre	22	2	1.5
Thirteen	Student13	student13	student13	OW HS	2018	89.4	One	Teacher1	Teacher1	Math Skills (2016)	9	9	100
Thirteen	Student13	student13	student13	OW HS	2018	74.9	One	Teacher1	Teacher1	Reading Skills (2016)	13	13	100
Twelve	Student12	student12	student12	OW MS	2018	76.55	One	Teacher1	Teacher1	Math Skills (2016)	9	9	100
Twelve	Student12	student12	student12	OW MS	2018	72	One	Teacher1	Teacher1	Reading Skills (2016)	13	13	100
Twenty-Four	Student24	student24	student24	OW HS	2018	78.83	Two	Teacher2	Teacher2	Animal Systems (2016)	13	29	87.9
Two	Student2	student2	student2	OW HS	2018	58.75	One	Teacher1	Teacher1	Math Skills (2016)	9	9	100
Two	Student2	student2	student2	OW HS	2018	81.23	One	Teacher1	Teacher1	Reading Skills (2016)	13	13	100

Current Score	Course Title	Teacher	Total Assignments	Assignments Completed	Course Completed %
83.900	Math Skills (2016)	One,Teacher1	9	9	100.000
78.470	Reading Skills (2016)	One,Teacher1	13	13	100.000