

Marks Distribution Analysis Report

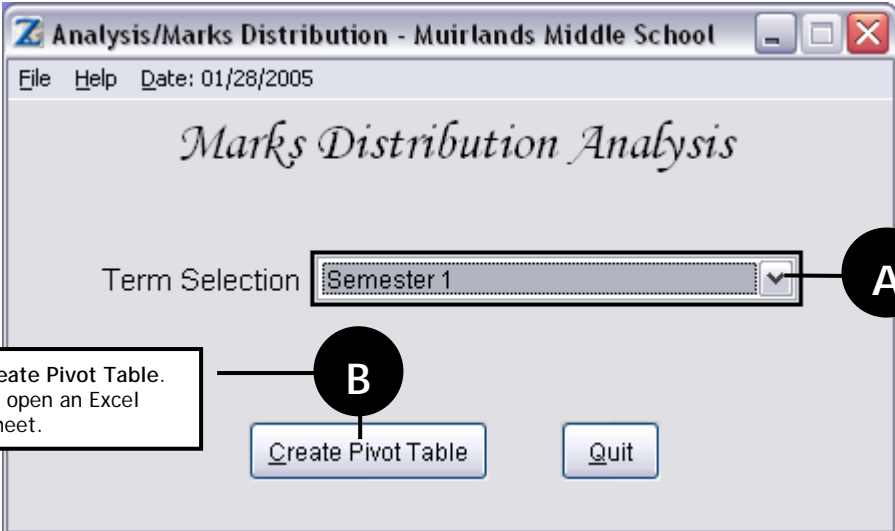
The Marks Distribution Analysis Report can be used for different purposes. The directions below describe how to configure the report to determine:

- Illegal grades (the grades that should not be used by your teachers, like “WF”)
- D’s and F’s by student

Follow the steps below to print a Marks Distribution Analysis Report.

DETERMINING “ILLEGAL” GRADES

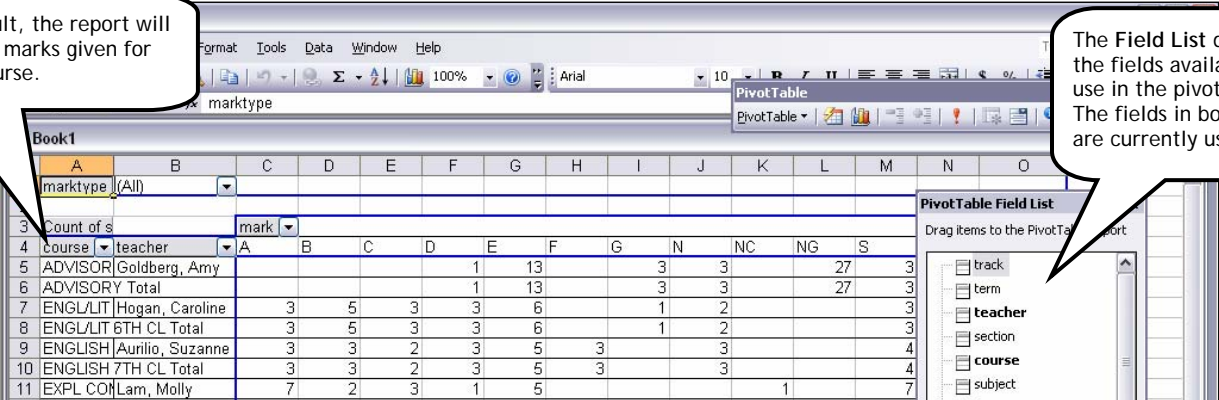
- Open Zangle. Click on Mark Reporting. Click on Reports. Select Analysis/Marks Distribution.
- Complete Steps A-C. Steps A and B are shown below. Step C is on the following page.



Click Create Pivot Table. This will open an Excel spreadsheet.

Select the term.

NOTE: If your school has a Semester/Trimester or Semester/Quarter setup, you will need to run the report twice.



By default, the report will show all marks given for each course.

The Field List displays the fields available to use in the pivot table. The fields in bold type are currently used.

Count of s	mark	A	B	C	D	E	F	G	N	NC	NG	S
4	ADVISOR Goldberg, Amy					1	13		3	3		27
6	ADVISORY Total					1	13		3	3		27
7	ENGL/LIT Hogan, Caroline	3	5	3	3	6		1	2			3
8	ENGL/LIT 6TH CL Total	3	5	3	3	6		1	2			3
9	ENGLISH Aurilio, Suzanne	3	3	2	3	5	3		3			4
10	ENGLISH 7TH CL Total	3	3	2	3	5	3		3			4
11	EXPL CO Lam, Molly	7	2	3	1	5				1		7

C Click course (in Cell A4, where Column A and Row 4 meet) and drag it to the field list.

Drop the course field anywhere in this list.

	A	B	C	D	E	F	G	H	I
1	marktype (All)								
2									
3	Count of student	teacher	mark						
4	course		A	B	C				
5	ADVISOR	Goldberg, Amy							
6	ADVISORY Total								
7	ENGL/LIT	Hogan, Caroline	3	5					
8	ENGL/LIT 6TH CL Total		3	5					
9	ENGLISH	Aurilio, Suzanne	3	3					
10	ENGLISH 7TH CL Total		3	3					
11	EXPL COM	Lam, Molly	7	2					
12	EXPL COMPUT 5-8 Total		7	2					
13	LAT 1(P)	Goyette, Tanya	1	2					
14	LAT 1(P) Total		1	2					
15	MATH 6TH	Griffith, Helen	4	3					
16		Sutton, Karen	1	1					
17	MATH 6TH Total		5	4					
18	PHYS ED	Getz, Lori	4	3					
19	PHYS ED 6TH Total		4	3					
20	PHYS ED	Getz, Lori	6	2	4	1	2	1	

The report now sorts by teacher. You can see which marks each teacher gave, both academic and citizenship.

If desired, you can filter the marks by clicking the arrow.

In this example, the "NC" mark was given by two teachers.

By double-clicking a number, a new sheet will open with more information.

	(All)	A	B	C	D	E	F	G	N	NC
4	Count of student	teacher								
5		Aurilio, Suzanne	3	3	2	3	5	3	3	
6		Barnes, Rik	3	5	4	1	3	1	1	
7		Cruz, Emily	2	3	6	1	6	1	2	1
8		Danko, Tiffany	4	3	5	2	5		2	
9		Getz, Lori	10	5	8	2	8	3	2	1
10		Goldberg, Amy				1	13		3	3
11		Goyette, Tanya	1	2	1					
12		Griffith, Helen	4	3	2		5		1	
13		Hogan, Caroline	3	5	3	3	6		1	2
14		Lam, Molly	7	2	3	1	5			1
15		Martin, Robin	7	2	4	1	7			
16		Richter, Karl	5	2	2		1			
17		Smith, Karen	5	3	4	2	4			
18		Sutton, Karen	1	1			1			
19	Grand Total		55	39	44	17	69	9	14	15

D'S AND F'S BY STUDENT

- Open Zangle. Click on Mark Reporting. Click on Reports. Select Analysis/Marks Distribution.
- Complete Steps A-C in the previous set of directions.
- Complete Steps D-F. Steps D and E are shown below. Step F is on the following page.

D

Click teacher (in Cell A4, where Column A and Row 4 meet) and drag it to the field list.

	A	B	C	D
1	marktype	(All)		
2				
3	Count of student	mark		
4	teacher	A	B	C
5	Aurilio, Suzanne	3	3	2
6	Barnes, Rik	3	5	4
7	Cruz, Emily	2	3	6
8	Danko, Tiffany	4	3	5
9	Getz, Lori	10	5	8
10	Goldberg, Amy			
11	Goyette, Tanya	1	2	1
12	Griffith, Helen	4	3	2
13	Hogan, Caroline	3	5	3
14	Lam, Molly	7	2	3
15	Martin, Robin	7	2	4
16	Richter, Karl	5	2	2
17	Smith, Karen	5	3	4

PivotTable Field List

Drag items to the PivotTable report

- track
- term
- teacher**
- section
- course
- subject
- department
- mark
- marktype
- student
- gender

Drop the teacher field anywhere in this list.

E

Click student and drag it to Cell A4 (where Column A and Row 4 meet).

	A	B	C	D
1	marktype	(All)		
2				
3	Count of student	mark		
4		A	B	C
5	Total	55	39	44
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				

PivotTable Field List

Drag items to the PivotTable report

- track
- term
- teacher
- section
- course
- subject
- department
- mark
- marktype
- student**
- gender

The report now sorts by student. You can see the each student's marks.

Click the arrow to filter the marks. Select D and F only. Then click OK.

marktype	(All)					
Count of student	mark					
student						
ABBOTT, JOHN L						
BADRA, RUDY						
Cabrera-Valdez, Dulce						
CADENHEAD, CHUGO A						
DANIELS, DERREK						
EKEROTH, MALY J						
FALLETTA, DAVID J						
GIBSON, BRANDI C						
HAMLIN, JOSEPH						
ISIS, AUDRA H						
JAFFE, JEFFREY R						
KANTOR, BRITTANY						

The report now shows students who received D's and F's.

By double-clicking a number, a new sheet will open with more information.

marktype	(All)			
Count of student	mark			
student	D	F	Grand Total	
CADENHEAD, CHUGO A	1		1	
DANIELS, DERREK	2	4	6	
EKEROTH, MALY J	1		1	
GIBSON, BRANDI C	3	1	4	
HAMLIN, JOSEPH	1		1	
JAFFE, JEFFREY R	2		2	
Mandeville, Liliana		2	2	
O'LOUGHLIN, ALEXANDER	1		1	
PACHECO JR, RICARDO		1	1	
TABRIZI, VENESSA	2		2	
UNG, NINA	2	1	3	
XU, MELISA	2		2	
Grand Total	17	9	26	