Graduation Requirements A Tutorial

October 1999

This document presents a brief tutorial on **Digitronics Software Graduation Requirements (DS/GR)** application package.

Software Version:

Version 1.0

Hardware System Operating System: Language: Digital Equipment Corp. VAX or Alpha OpenVMS version 6.1 or later COBOL

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Preface

Purpose

This is a brief tutorial on the Digitronics Software Graduation Requirement (DS/GR) application package to get the user up and running quickly.

Intended Audience

Administrators and others responsible for evaluating a student's graduation requirements.

Structure Of This Document

The document contains four chapters.

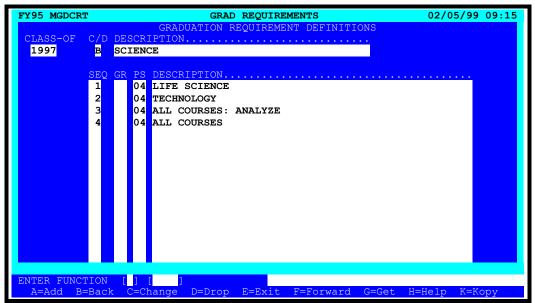
- **Chapter 1. MGDCRT.** This chapter introduces the interactive program MGDCRT, which enables users to define the district's graduation requirements.
- **Chapter 2. MCRCRT.** This chapter introduces the interactive program MCRCRT, which enables users to identify courses that meet the district's graduation requirements.
- **Chapter 3. SGHCRT.** This chapter introduces the interactive program SGHCRT, which enables users to maintain records of students achievement with respect to the district's graduation requirements.
- **Chapter 4. Miscellaneous Application** This chapter discusses the various application programs that make up the remainder of the Graduation Requirements package.

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1 MGDCRT

MGDCRT is an interactive program that you use for maintaining records to define the district's high school graduation requirement. It is activated when you enter **MGDCRT** at the system prompt. Here's what the **MGDCRT** screen looks like:



The topmost portion of the screen shows the fiscal year you're connected to (in this case, 1995) and the current date and time. Next are fields for the graduation year (in this case, CLASS OF 1997), the top level graduation requirement classification code (C/D), and its description.

The middle portion shows the further division of a particular requirement into sequence number (SEQ), the grade level at which this particular sequence would have to be attained by the student (GR), the passing test score (PS), and the sequence description. The bottom portion shows three fields for communicating with the system:

- 1. the function field (FUNCTION), where you enter a code to tell the system what to do, for example, A for Add, D for Drop, etc (see next section for more information)
- 2. the reference field, where you enter additional information to remove possible ambiguity, and
- 3. the status field, where system messages are displayed.

1.1 Function Codes

A function designates a specific type of activity, and a function code, which is usually the first letter of a function description, tells the system which particular function to perform. The following table shows the functions and function codes that are available in this program.

CODE DESCRIPTION

- A Add a new record to the file
- B Browse backward through the file
- C Change a specified record
- D Drop or delete a record from the file
- E Exit and close the window
- F Forward browse through the file
- G Get (specify) another graduation year
- H Open the help tutorial
- K Copy information from a particular year to another

1.2 Online Help

Help is available anytime anywhere in the program by simply pressing the help key or <CTRL H>. There is also a comprehensive online help tutorial that you can activate by entering **H** at the function field.

1.3 Browsing the database

The Forward and Backward functions are what you use to browse the database. F displays the next record on file while B displays the previous record.

You may also specify a particular record to display using the Get function. Just enter G and then enter the year of graduation (CLASS-OF) and the top level requirement code (C/D).

1.4 Maintaining the database

The Add, Change and Drop functions are what you use to maintain the database. A adds a new record, D deletes a specified record, and C lets you change the record.

Adding A Record

To add a record, enter A at the function prompt. Enter the year of graduation, the top level requirement code and its description, and the various sequence numbers under this requirement. Press <TAB> to move from one field to another. Press <RETURN> only when you're completely done.

The Kopy function also adds a record to the file by copying data from one record into a new one. Its purpose is to minimize data entry since it automatically copies information from a similar record. From here you simply change the few pieces of information that are different.

To use the Kopy function, press K, and when prompted, enter the new graduation year (class of) to create, and the year to copy it from

Changing A Record

To change a record, first display it with the **B**, **F** or **G** function code. Next, press **C** to activate the change function. Now, enter the required changes.

Deleting A Record

To delete a record, first display it with the B, F or G function code. Now, press D to delete the record and then confirm your intention.

2 MCRCRT

MCRCRT is an interactive program designed to identify those courses that meet a particular high school graduation requirement for a particular graduation year. It is activated when you enter **MCRCRT** at the system prompt. Here's what the screen looks like:

FY95 M	CRCR	6									02,	/04/9	99 17	:51
				A GRAD	UATION OF <mark>19</mark>	~	IREM	IENT	ſS					
-	CRS#	DESCRIP	PTION				COD	ES						
	4	ADVISOR	RY 6				D1	C2						
	10	ASB AD	/ISORY				C4							
	22	OUTD SU	JRV											
	32	EXPLOR					D1							
	35	IDT 3					A2							
	61	ATTD AI	[DE				C2							
		COUNS F					E1							
		TCHR AI					C1							
		RSP STU												
		SDC STU					A3							
		EDUC MEDIA					C2	D1						
	101	ENGLISH	ίΙ				C5							
FUNC:		D-D-14-1			0-0+t	11-111-			V-Ver			37-37		-0+
A=Add C:	=Chg	D=Drop	E=Ext	F=Find	G=Get	H=Hlp	J=J	mp	K=Kop	y L=L	ast	N=Ne	ext S	S=Srt

The topmost portion of the screen shows the fiscal year you're connected to (in this case, 1995) and the current date and time. Next is a data entry field where you specify the graduation year (in this case, CLASS OF 1999)

The middle portion shows the list of courses (CRS# and DESCRIPTION) and the graduation requirement codes that each course meet. The bottom portion shows three fields for communicating with the system:

- 1. the 1-character function field (FUNC), where you enter a code to tell the system what to do, for example, A for Add or D for Drop (see next section for more information)
- 2. the reference field, where you enter additional information to remove possible ambiguity, and
- 3. the status field, where system messages are displayed.

2.1 Function Codes

A function designates a specific type of activity, and a function code, which is usually the first letter of a function description, tells the system which particular function to perform. The following table shows the functions and function codes that are available in this program.

CODE DESCRIPTION

- A Add a new record to the file
- C Change a specified record
- D Drop or delete a record from the file
- E Exit and close the window
- F Find a particular course number
- G Get (specify) another graduation year
- H Open the help tutorial
- J Jump to (run) another program
- K Copy information from a particular year to another
- L Scroll to the last (or previous) page
- N Scroll to the next page
- S Sort the records (by course number)

2.2 Online Help

Help is available anytime anywhere in the program by simply pressing the help key or <CTRL H>. There is also a comprehensive online help tutorial that you can activate by entering **H** at the function field.

2.3 Finding a course number

First be sure that the course number you're looking for is of the graduation year on display. If not, change the graduation year by pressing G and then enter the year.

To find a particular course number, scroll the list with the L and the N keys. L scrolls the list to the last (previous) page and N scrolls it to the next. You may also press the F key to find a specified course number. Just enter F followed by the course number for reference. The matching record will then show up atop the list.

2.4 Maintaining the database

The Add, Change and Drop functions are what you use to maintain the database. A adds a new record, D deletes a specified record, and C lets you change the record.

Adding A Record

The Add function allows you to add a record to the database. Just enter A and the system will append an empty row where you may enter the necessary information.

Note that since records are added at the very last row, the display list coincidentally goes out of sequence (by course number). To get them in sorted order, just press **S**.

The Kopy function also adds a record to the file by copying data from one record into a new one. Its purpose is to minimize data entry by letting you copy information from an existing one. After that you simply change the few pieces of information that are different using the Change and Drop functions.

To use the Kopy function, press **K**. When prompted, enter the year the year you want to copy from and the year you want to copy to.

NOTE: If you make a mistake and want to remove one particular year, use DFQUIZ.

Changing and deleting a record.

To change a record, enter C followed by the course number at the reference field. Then enter the required changes. (NOTE: You are only allowed to change the graduation requirement codes. If the course number is incorrect and thus has to be changed, you would have to delete the record and then add one with the correct course number.)

To delete a record, enter \mathbf{D} followed by the course number for reference. Confirm your intention when prompted. (NOTE: You should delete a record only if it was entered by mistake.)

2.5 Jumping to (run) another program

Without exiting MCRCRT and going out to the system prompt, you may run another program by simply entering **J** followed by the program name for reference. The new program now replaces MCRCRT.

3 SGHCRT

SGHCRT is an interactive program that lets you record marks earned by students for a particular requirement. It is activated when you enter **SGHCRT** at the system prompt. Here's what the screen looks like:

952826 NUMBER	ABARCA YVETTE M LAST-NAME FIRST-NAME MID	<mark>03/17/19</mark> X BIRTHDA			2000 ASS-01	F STS
RQ	DESCRIPTION	DATE	MRK	P/F	HOW	SCHL
A2	CRITCAL THINKING2000	01/26/1999	6	Р	м	351
A3	CRITICAL THINKING	09/10/1998	2	F	Р	351
A4	COMMUNICATION	09/10/1998	5	Р	Р	351
в3	01/26/1999	5	F	Р	351	
C1	01/01/1998	1	Р	Р	351	
C2	READING	01/01/1998	5	Р	Р	351
C3	READING	12/01/1999	5	Р	Р	351
C4	WRITING	02/02/1999	1	F	Р	351
D1	KNOWLEDGE	09/10/1998	3	F	Р	351
E1	INTERPRET AND EVALUATE	09/10/1998	6 2 5 5 1 5 5 1 3 3 4 4 2	P F P F P F F F F F F	M ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽ ₽	351
G1	INVESTIGAE VARIOUS CAREER	01/01/1999	4	Р	Р	351
G2	DEMONSTRATE PRE-EMPLOYEMENT	01/26/1999	4	Р	Р	351
I1	NONE OF THEST EXPECTIONS	02/01/1999	2	F	Р	351

The topmost portion of the screen shows the fiscal year you're connected to (in this case, 1995) and the current date and time. Next are fields that identify the student: ID number and name, sex, birth date, graduation year (CLASS OF) and the student's status (blank if currently active).

The middle portion shows the student's marks (MRK) for various requirements (RQ), whether the student has passed it or not (P/F), when the mark was processed (DATE), which program was used (HOW) and the school (SCHL). The bottom portion shows three fields for communicating with the system:

- 1. the function field (FUNC), where you enter a code to tell the system what to do, for example, A for Add or D for Drop (See next section for more information.)
- 2. the reference field, where you enter additional information to remove possible ambiguity, and
- 3. the status field, where system messages are displayed.

3.1 Function Codes

A function designates a specific type of activity, and a function code, which is usually the first letter of a function description, tells the system which particular function to perform. The following table shows the functions and function codes that are available in this program.

<u>CODE</u>	DESCRIPTION				
А	Add a new record to the file				
В	Browse backward through the file				
С	Change a specified record				
D	Drop or delete a record from the file				
Е	Exit and close the window				
F	Forward browse through the file				
G	Get (specify) another student				
Н	Open the help tutorial				
Ι	Open the SGICRT screen (information only records)				
J	Jump (or run) another program				
L	Scroll to the previous page				
Ν	Scroll to the next page				
М	Mass Update screen to process records for many different students				
In addition t made availa	the following functions, familiar to those who have experienced the Student System, are also ble:				
HS	Displays the student's CTBS test scores				
СМ	Displays official comments about the student				
DS	Displays discipline information about the student				

- FN Displays fines incurred by the student
- HI Displays the student's grade history
- EM Displays emergency information
- EH Displays enrollment history
- PR Displays proficiency test scores
- SS Displays current schedule
- PS Prior schedule

3.2 Online Help

Help is available anytime anywhere in the program by simply pressing the help key or <CTRL H>. There is also a comprehensive online help tutorial that you can activate by entering **H** at the function field.

3.3 Browsing the database

The Forward and Backward functions let you browse through the students in the database. \mathbf{F} displays the next student on file while \mathbf{B} displays the previous student. The Last and Next functions let you scroll the middle portion of the screen up and down. \mathbf{L} scrolls to the last (previous) page while \mathbf{N} scrolls to the next.

You may also directly display a particular student using the Get function. Just enter **G** and then identify the student either by ID number or by name. The records for that student, if found, will then be displayed.

3.4 Maintaining the database

The Add, Change and Drop functions are what you use to maintain the database. A adds a new record, D deletes a specified record, and C lets you change a specified record.

Adding A Record

First get the student onto the display screen using either the **B**, **F** or **G** function. Next, enter **A** to activate the Add function. Now, enter the requirement code, the effective date, and the student's mark. Press <TAB> to move from one field to another. Press <RETURN> only when you're completely done.

Changing A Record

First make sure that the mark that you want to change is on the display screen. If not, get the student and the mark onto the display screen using any of the browsing functions (**B**, **F**, **G**, **N**, **L**) or a combination thereof.

To change the record, enter C in the function code field, and in the reference field enter the graduation requirement code that you want to change. The cursor moves to the specified requirement. Enter the necessary changes.

Deleting A Record

To delete a record, first display it with the B, F or G function code. Now, press D to delete the record and then confirm your intention when prompted.

3.5 Mass Update Screen

Unlike the main screen of SGHCRT, where you deal with one student at a time, the mass update screen (function code \mathbf{M}) lets you enter graduation requirement records for many different students. This is especially useful when you're working from a list. You simply copy the student number, requirement code and mark from the list to their respective places on the screen (NUMBER, AREA, MRK).

The system automatically fills in the student name and graduation year. Press <RETURN> only when you're finished or when you've filled all 15 rows. The system then updates the file.

	NUMBER	AREA		NAME	YEAR		
1	000128	A1	4 5	AGOSTO, GUILLERMO	1999		
2	000458		5	MANCHERO, RAYMONDO	1998		
3	919106	D7	4	LUKSAMANA, JOSE B	2000		
4							
5							
6							
7							
8 9							
10							
11							
12							
13							
14							
15							
PRESS <return> WHEN FINISHED</return>							

3.6 SGICRT Screen - Information Only Records

FJ	z98	SG	HCRT			GITRONIC			STORY		12/:	21/00) 1
	INFORMATION ONLY												
	STUDENT NO: 952826 CLASS OF: 2000												
	STUDENT NAME: ABARCA, YVETTE M												
			DESCRI						re		SCHL		
			CRITCA		INKING	2000			2/2000		351	P	
		C3	READIN	3				11/2	7/2000	8	351	P	
		FUN	IC: RE										
					C=Chg	D=Drop	E=Exit H	=Hlp 1	L=Last	N=Ne	ext		

The screen shows graduation requirements non-quantitative grading information such as, for example, when a student refuses to participate in a particular program. These records are indicated with marks in the range 7 thru 9, where

- 7 Student refuses to participate
- 8 Mark indeterminate at this time
- 9 Undefined

Any quantitative grading records shown (grading range 1 thru 6) are those that have been scanned through SGH02 but have marks not better than what the student had on record when scanned.

3.6.1 Function Codes

The bottom portion of the screen shows the various activities or functions that you can do while in this screen. These are:

- A Add a new record to the file
- C Change the highlighted record
- D Drop or delete the highlighted record
- E Exit and close the window
- H Open the SGICRT help tutorial

- L Scroll up (Show the last page)
- N Scroll down (Show the next page)

3.6.2 Maintaining the SGICRT screen

Adding A Record.

To add a record, enter A and press <RETURN>. A new row is appended.

Enter the necessary information.

NOTE: You can only add new informational records if they have marks in the range 7 thru 9. All other marks must be scanned through SGH02 or entered in the main screen of SGHCRT.

Changing A Record

To change a given graduation requirement history record, first display that record on the screen. (You may use the N or L key to scroll the screen. Then do the following:

Enter C in the function field and the 2-digit graduation requirement code that you want to change in the reference field.

The specified code is now highlighted. Enter the changes.

Dropping or Deleting A Record

To delete a given graduation requirement history record, first display that record on the screen. (You may use the N or L key to scroll the screen. Now, do the following:

Enter D in the function field and the 2-digit graduation requirement code that you want to delete in the reference field.

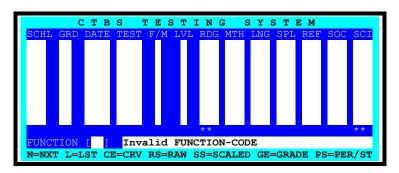
The specified code is now highlighted and you are ask to confirm your intention.

Enter "Y" to confirm.

3.7 Display Windows Made Available From the Student System

The following are pop-up windows made available from the Student System. If you're not familiar with any of these windows, please refer to your SSEA user's manual.

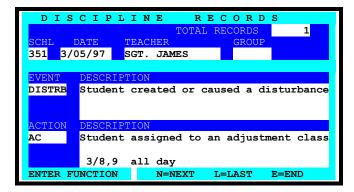
• Function code HS - CTBS Test Scores:



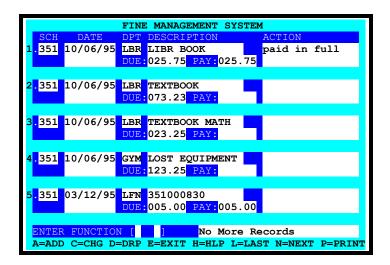
Function code CN - Comments

	SCH	DATE	COD	COMMENT				
1	[351	09/25/96	ATT	Total Abs 000 Total Tdy 000 YR 94-95]				
2	[351	06/06/97	LVE	STUDENT QUIT TO TEXAS				
3	[351	12/02/97	SCH	classes taken at alvord university				
4	[
5	[
6	[
7	[
8	[
	FUNCTION [] LINE#[] No More Records							
	A=AI	DD C=CHAI	NGE	D=DROP E=EXIT L=LAST N=NEXT H=HELP				

• Function code **DS** - Discipline information



• Function code **FN** - Fines



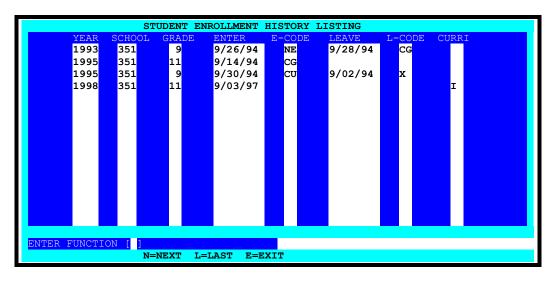
• Function code **HI** - Grade History

GR	MO/YY	SCH	CRS#V	COURSE TITLE	MARI	K ATT	CMD	N/A	C W T H	
09	06/95	351		MATH II	в	05.0	05.0	11/21		MA
09	06/95		0202	US HISTORY	A	05.0				SS
09	01/95	351	1501	SPANISH 1A	в	05.0	05.0			FL
09	01/95	351	1901	PE-FR SVY-A	в	05.0	05.0	x	υ	PE
09	01/95	351	1100	ENG IA	в	05.0	05.0		S	EN
09	01/95	351	1443	LIFE SCI A	в	05.0	05.0		U	SC
09	01/95	351	1351	MATH A/A	в	05.0	05.0		S	MA
09	01/95	351	1078	TECHNOLOGY CORE	в	05.0	05.0	х	N	ND
	/									
	/									
	/									

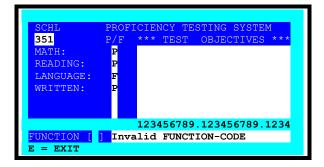
• Function code EM - Emergency Information

EMERGENCY CONTACT	PHONE	EXT. DOCTOR/HOSPITAL	
ļ.] [] ADDRESS]
]
NOTE 1 [NOTE 2 [PHONE: [][] ZIP: []	
DAY CARE PROVIDER	PHONE	J DAY CARE ADDRESS	,
I PICK-UP NAME	PHONE	J L SPECIAL EQUIPMENT	1
L MEDICATION			
[ENTER FUNCTION [] C=Change	LAST E=Exit	UPDATE:	

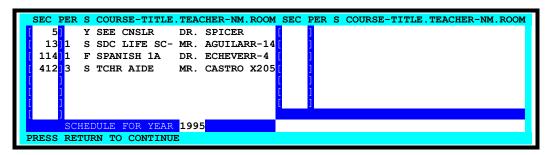
• Function code EH - Enrollment History



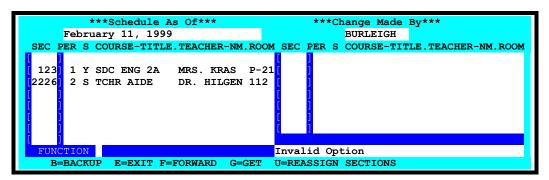
• Function code **PR** - Proficiency Test Scores



• Function code SS - Current Schedule



• Function code **PS** - Prior Schedule



4 Miscellaneous Application

This chapter briefly explains the various other executable programs that form the remainder of the Graduation Requirement Package.

4.1 SGH01 - Print Pre-slugged Scan Sheets

The first step in the scanning process, this program prints the turnaround pre-slugged scan sheets and creates a new **GIX** (scan sheet index) file. The program will ask you to specify the number of copies to print, the teachers or courses to produce the sheets for, the grading period, and whether or not to include passing marks. If you're producing sheets for specified courses, you must first create a file that contains the course numbers, one per line. Default file name: SGHCRS.TXT

Output is routed to the file named **SGH01.LST**, which you may later print on the scan sheet using an impact printer. Note: The first three pages of output, although containing no actual data, are very important. They are there to help you align the sheet with the printer head.

4.2 SGH02 - Read Bubble Marks on Scan Sheets

The second of three steps in the scanning process, this program can be run on either test or production basis. On a test basis, only action log is produced and displayed, no file gets updated. The program reads the scan sheets and processes the bubble marks on it and on a production run, updates the students graduation requirements history (SGH). In addition it maps the bubble marks onto the corresponding GIX record for use later by the validation program SGH03.

The program pauses to inform you when a sheet is invalid (not for the school he/she is connected to) or if it could not properly read the pre-slugged bubbles.

The program creates **SGI** (non-quantitative informational only) record when bubble mark is on positions 7 through 9 or when the mark entered is below that of an existing record.

4.3 SGH03 - Scanning Verification Report

The last of three steps in the scanning process, this program prints the result of the latest scanning. It shows the students name and number, the graduation requirement, and the position on the scan sheet of the bubble representing the student's mark, thus allowing visual verification of the scanning process. (The letter 'X' designates a bubble).

The program gives you the option to produce the report for all teachers or for a specified teacher.

02/15 16:4	/99 3	DIGITRONICS UN MARK SCANNIN	NIFIED SCHOOL D NG VERIFICATION	ISTRICT REPORT	SGH03 PAGE 2
TEAC PAGE COUR COUR PERI	CHER: MR. 2				
LINE	STU#	STUDENT-NAME		LVL	1 2 3 4 5 6 7 8 9 0
1	1172	FEKAY, DANNY	D03		Х
2	1172	FEKAY, DANNY FEKAY, DANNY BELL, STEPHANIE A	D04	3	X
3	2317	BELL, STEPHANIE A			X
4	2317	BELL, STEPHANIE A	D04		Х
5		PHYE, KIMBERLY R	D03	4	Х
6		PHYE, KIMBERLY R	D04		
7		HINDU, EDUARDO N	D03		Х
8		HINDU, EDUARDO N	D04	5	X
9		HERNANDEZ, MAYRA	D03		Х
10		HERNANDEZ, MAYRA	D04	5	
11		VEGA, JUAN	D03		Х
12		VEGA, JUAN	D04	5	
13		CASILLAS, KAREM	D03	3	X
14		CASILLAS, KAREM	D04	_	
15		AGUILAR, YOLANDA	D03	5	
16		AGUILAR, YOLANDA	D04		Х
17		MARQUEZ, ANGELA L	D03		Х
18		MARQUEZ, ANGELA L	D04	3	Х
	21479	NUNEZ, MICHAEL	D03		
20	21479	NUNEZ, MICHAEL	D04	3	
21		ORDAZ, FRANK	D03	2	Х
22		ORDAZ, FRANK	D04		
23		ALCALA, LAURA	D03	5	
24		ALCALA, LAURA	D04		X
25		BARAJAS, EDGAR		4	
26		BARAJAS, EDGAR	D04	3	
27		PENA, JUNIOR B	D03		Х
28		PENA, JUNIOR B	D04		X
29		MUNOZ, JUANA A	D03		Х
30		MUNOZ, JUANA A	D04		Х
31		PEREZ, MARCELA	D03		Х
32		PEREZ, MARCELA	D04		
33		AYALA, VALERIA P	D03		
34		AYALA, VALERIA P	D04		
35	945713	BERG, CHRISTY A	D03		

4.4 SGH06 - Evaluation Report

This program prints graduation requirements for a particular year of graduation (class of) and whether or not the student has been evaluated for them.

The program will prompt you for the graduation year (class of) and the students, which you may specify by their counselor number, advisor number, student numbers, special education code, LESFES code or their migrant education code.

09/23/ 08:48	GRADUATION	ITRONICS HIGH SCHO REQUIREMENTS: CLAS EVALUATION REPORT		SGH06 PAGE 2
ADVISOR	: 080 MR. D'ALESSI	0	LEGEND:	F - PASSED F - FAILED
NUMBER	NAME			
935593	PEREZ, MARIO	BORN: 06/	/15/79	
	Al	A2	A3	A4
	В1	В2	в3	B4
	C1	C2 P 09/30/1998	C3	C4
	C5	D1	D2	D3 P 11/01/1998
	D4	D5	D6	D7
	E1	Fl	F2	Gl
913111	ROMAN, AMOR	BORN: 04/	21/79	
	Al	A2	A3	A4
	B1	В2	в3	B4
	C1	C2	C3 F 11/01/1998	C4
	C5	D1	D2	D3
	D4	D5	D6	D7
	E1	F1	F2	G1
48834	RUBA, MARK	BORN: 10/1	13/79	
	A1 P 10/05/1998	A2	A3	A4
	B1 P 10/05/1998	В2	В3	B4
	C1 P 10/05/1998	C2	C3	C4
	C5	D1	D2	D3
	D4	D5	D6	D7
	E1	F1	F2	G1
543444		BORN: 11/1		
	A1 P 10/05/1998	A2	A3	A4
	B1 P 10/05/1998	В2	В3	B4
	C1 P 10/05/1998	C2	C3	C4
	C5	D1 P 10/05/1998	D2	D3
	D4	D5	D6	D7
	E1	F1	F2	G1

4.5 SGH07 - Report to Parents

This program prints a student's graduation requirements letter addressed to parents. The letter is designed to fit into a size 10 windowed envelope. The top half of the report shows the body of the letter. (**NOTE:** You must already have written this in a text file when you run this program.) The bottom half of the report shows the various graduation requirements, the date when the student was tested for them, and whether or not the student passed.

The program will prompt you for the name of the file that contains the body of the letter, the graduation year (class of) and the students, which you may specify by their counselor number, advisor number, student numbers, special education code, LESFES code, or their migrant education code.

DIGITRONICS HIGH SCHOOL 111 SOUTH ANYWHERE S LOS ANGELES 92111 MR. BURLEIGH, PRINCIPAL		DIGITRONICS UNIFIED SCHOOL DISTR KENNETH BURLEIGH, SUPERINTENDENT							
January 15, 1999									
TO THE PARENTS OF ABARCA, YVETTE M 1982 WRIGHT ST POMONA, CA 91766									
This is the body of the letter addressed to the parents. This comes from a file that you must set up before running this program. The program prints graduation requirements									
SINCERELY,									
MR. BURLEIGH, PRI	MR. BURLEIGH, PRINCIPAL								
GRADUATION REQUIREMENTS - C	LASS OF 19	998							
матн	PASSED	DATE TESTED							
A1 - NUMBERS: USE1999 A2 - CRITCAL THINKING1999 A3 - CRITICAL THINKING A4 - COMMUNICATION	YES NO	12/04/1998 09/10/1998 09/10/1998 09/10/1998							

4.6 SGH08 - Graduation Requirements Record

This program prints a student's graduation requirement record, similar to what is shown on the CRT screen SGHCRT. The program is invoked by typing SGH08 at the system prompt followed by the student number as argument.

0/24/ 2:40		DIGITRONICS HIGH SCHOOL GRADUATION REQUIREMENTS RECORD					
914	141 JAIME PALOMERA M	 1	12/31/89		 999		
NUM	BER STUDENT NAME SE	EX	BIRTHDATE	CLA	SS OF	S	TATUS
RQ	DESCRIPTION	E	FF DATE	MRK	P/F	SCH	HOW INPUT
A1	NUMBERS: USE2000	1	2/04/1998	4	P	351	SCREEN
A2	2 CRITCAL THINKING2000		1/26/1999	2	F	351	MASS INP
В1	LIFE SCIENCE	0	2/24/1999	1	F	351	SCREEN
C2	READING	0	3/05/1978	3	F	351	SCREEN
D1	KNOWLEDGE	0	3/13/1997	3	F	351	SCREEN
D7	CIVIC UNDERSTANDING AND VALUES	0	2/11/1999	5	P	351	MASS INP
H1	UNDERSTAND BASIC CONSUMER SKILL	LS 0	2/01/1999	2	F	351	SCREEN

4.7 SGH10 - Check Off List of SGH01

This program prints a report showing the scan sheet pages produced by the program SGH01 and the teacher they are addressed to, arranged by teacher number order. The report tells us which scan sheets have been delivered and which have come back for processing.

05/19/9	9	M	ADERA	HIGH SCHOOL DF SGH01 SHEETS BY TEACHEI		SGH10	
09.53	CF	HECK-OFF	LTST (F SGHO1 SHEETS BY TEACHE	3	PAGE	1
05.55	01		<u></u>	i bonoi billilib bi ilmonili		11101	1
PAGE P	ERIOI	D SEC#	COUR	SE			
TEACHER:	2	ADAMC D					
			4 - 0 0				
				US HISTORY			
2	6	681	1500	WORLD HISTORY			
3	6	681	1500	WORLD HISTORY			
4	6	681	1500	WORLD HISTORY			
-	0	001	1000	NORED HIDIORI			
	1.0						
		ALBERTSO					
5	2	1227	8412	OPP MATH			
6	2	1227	8412	OPP MATH			
	3			OPP ENGLISH			
	3			OPP ENGLISH			
0	3	1323	0410	OPP ENGLISH			
TEACHER:	18	BAKER A					
9	3	373	3025	BIL BIOLOGY I			
mea quer.	24	DADKO M					
TEACHER:							
10	3			ENGLISH II			
11	3	379	1024	ENGLISH II			
12	3	379	1024	ENGLISH II			
mea quer.	24						
		BEAKES A					
13	2	282	1500	WORLD HISTORY			
14	2	282	1500	WORLD HISTORY			
15	2.	2.82	1500	WORLD HISTORY			
	-						
	4.0		.,				
-		BENNETT :					
16				SDC ENGLISH			
17	2	1233	8021	SDC ENGLISH			
17 18	2	1233	8021	SDC ENGLISH			
	3			SDC ENGLISH			
	3						
20	3	1332	8021	SDC ENGLISH			
TEACHER:	48	BERRY W					
21	2	291	2017	P MATH B			
22				P MATH B			
23	2						
-				P MATH B			
	3	386	2042	TRIG-ANL GEO P MATH B			
25	4	457	2017	P MATH B			
26	4			P MATH B			
	-						
	FO	DIANOD D					
TEACHER:	50	BISHOP D					
27	0	3	7006	LATIN-JAZZ BAND			
28	2			CONCERT CHOIR			
				PERCUSSION			
27	4	1017	,020	1 21:00000 1010			

4.8 SGH13 - Graduation Requirements History Listing

This program prints a report showing student performance (mark) against the district's graduation requirements.

The program allows you to select the teachers, the courses and the student's grade level to produce the report for, and whether to include only passing marks.

0/24/00 12:05 TEACHER: 2 DR. SPICER SECTION: 5 CREDIT: 05.00 COURSE: 1023 SEE CNSLR PERIOD:	DIGITRONICS HIGH SCHOOL GRADUATION REQUIREMENTS HISTORY	SGH13 PAGE 1
STU# NAME	GRADUATION REQUIREMENTS HISTORY	
20202 ABUNDIS, JUAN	D1=6 D4=5	
899432 ABUNDIS, OLGA	D1=4 D4=5	
21307 AGUILAR, YOLANDA	D3= D4=	
870581 ALCALA, LAURA	D3= D4=	
918330 AYALA, VALERIA P	D3= D4=	
2317 BELL, STEPHANIE A	D3= D4=	
945713 BERG, CHRISTY A	D3= D4=	
21300 CASILLAS, KAREM	D3= D4=	
1172 FEKAY, DANNY	D3= D4=3	
20062 HERNANDEZ, MAYR	A D3= D4=	
11393 HINDU, EDUARDO N	D3= D4=	
21414 MARQUEZ, ANGELA	L D3= D4=	

4.9 SGH15. Consolidation of Graduation Requirements Codes

This program is for Data Processing personnel only and can be run on either test or production basis. Only action log is produced when run on a test basis, no file update (i.e., add, change, delete). NOTE: You must back up all files (SGH, MCR, MGD, SGI, SGC) before you run this program.

The program is used to remove a graduation requirements code or consolidate it with another. The program will prompt you to specify the FROM code (that which will be removed) and the destination TO code, if a consolidation.

If the destination (TO) code is specified then

a) if there is no SGH or SGI record for that destination (TO) code a new one is created from the original SGH or SGI (FROM) code

b) for the SGH: if the SGH record for that destination (TO) code is found and has a mark lower than the original SGH record (FROM code) data from the original SGH replaces it

The program removes the original (FROM) code from the SGH, SGI, MCR and MGD files. It also creates SGC records for each deleted or changed SGH. Here's a sample log:

```
Processing Student grading records
CO2 - Found for STU# 000128 Changing mark from 04 to 05
Created SGC for STU# 000128 - C02 Update code = C
Dropped SGH for 000128 - B03 Mark = 05
Created SGC for STU# 000128 - B03 Update code = D
C02 - SGH Not found for STU# 020202 Changed Key from B03 To C02
Created SGC for STU# 020202 - B03 Update code = D
C02 - SGH Not found for STU# 870520 Changed Key from B03 To C02
Created SGC for STU# 870520 - B03 Update code = D
C02 - SGH Not found for STU# 924806 Changed Key from B03 To C02
Created SGC for STU# 924806 - B03 Update code = D
C02 - Found for STU# 952826 Mark retained = 05
Dropped SGH for 952826 - B03 Mark = 05
Created SGC for STU# 952826 - B03 Update code = D
SGH records read =
                174
SGH records changed =
                     3
SGH records dropped =
                     2
SGI records changed =
                     0
                     0
SGI records dropped =
Processing MCR records: Removing B03 from
Class Crs# Codes.....
1998 0400 AAABBCCCDDDEFAA
                         020204010202030405060701010203000000000
2000 0400 AAACCCDDDEFAA
                         010204020304050607010102030000000000000
2001 0312
                         2001 1403
                         MCR records read = 223
MCR records changed =
                     4
Processing MGD records: Removing B03 from
Class Req Numbers.....
        1998 B
1999 B
```

4.10 LISTMCR - Graduation Requirements Course Listing

This program prints a list showing the graduation requirements codes for each course for a particular graduation year (class of).

	UNIFIED SCHOOL DISTRICT LISTMCR EQUIREMENTS: CLASS OF 2002 PAGE 1
CRS# COURSE-NAME	GRADUATION REQUIREMENTS CODES
0004 ADVISORY 6	E01
0103 LANG ARTS 6	D02 D04
0137 ENG I SE	F02
0213 SOC SCI/PL	B02 C02 D02 E01 F01
0229 US HIS AN	E01
0266 US HIST-PL	C01
0330 MATH 6 SE	A02
0388 RSP MATH	A01
0400 SCI/HE 6	D02
0415 SCI IA-HP	C02
0621 DIS PHOTOG	D02
0723 TYP-ADV	D03
0760 FOODS	D04
1023 SEE CNSLR	D01
1139 E.L.L. 4A	D02 D04
1184 SDC ENG 2A	D02

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