

Transcript for Video – How Do I Print a School Report Card Snapshot?

Hi, thanks for joining me in this tutorial for printing school and district Report Card snapshots. I'm going to show you how to find a snapshot for a school or district and how to print it too. So let's get started.

Let's begin with the School Report Card Snapshot. The School Report Card Snapshot is a printable version of the Report Cards that provides an abridged version of a school's full online report. To print a snapshot, start by selecting the "School Report Card" link from the homepage. Next, find the "School Snapshots" link under "School Profile". On the "School Snapshots" page you'll see a list of all public and charter schools, corresponding school districts and more. You can access a school's snapshot by doubling clicking anywhere in the row that contains the school's information.

You can also find your school by using the "Select School(s)" filter on the right. I'm going to use the "Select School(s) filter, and for this example, choose AG Cox Middle School. Now that I've located the school I'll open the snapshot by double clicking anywhere in the row. A page opens that provides links to English and Spanish versions of the printable School Report Card snapshots for the current year and the previous school year. In addition, a link to the school district's Welcome Letter is also available. The Welcome Letter is a letter from your superintendent or charter school director that provides more personalized school and district information.

You can also print a District Report Card Snapshot. On the homepage, select the "District Report Card" link, than locate the "District Snapshot" link under "District Profile." Select the district that you want to view from the "Select District(s)" dropdown menu on the right. By default, the first school district is already selected. If you want to remove the first district, scroll down to the district you want to view, select it, then scroll up to the first district and remove the checkmark. Just like the School Report Card Snapshot double click anywhere in the row of the district's information to view its snapshot. In addition to the printable English and Spanish versions of the District Report Card Snapshots, A zip file containing snapshots for all schools in a district is also available to download.

Well, that's it for this tutorial. If you have specific questions about the Snapshot or the NC School Report Cards website, please contact us by selecting the "contact us" link on the bottom of the homepage, or in the top right corner of the School or District Report Cards landing pages. Thanks for watching.