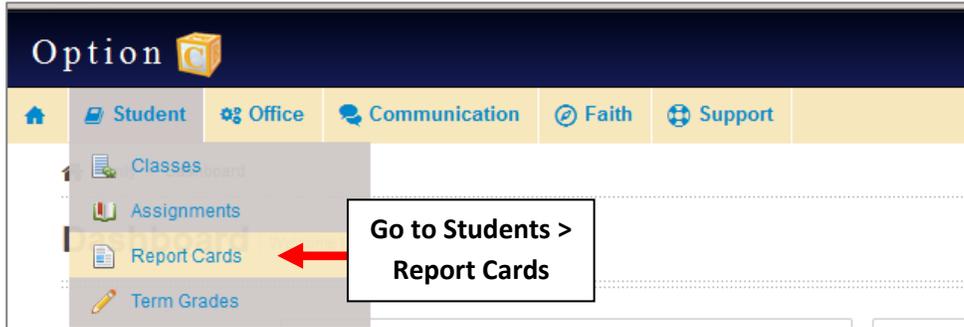


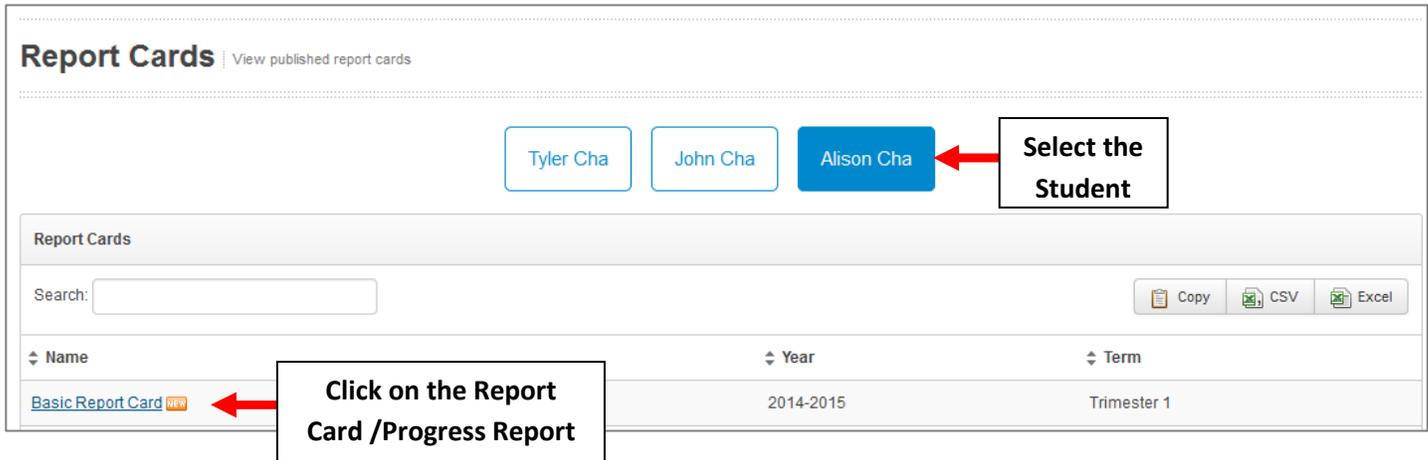
# How Parents View Online Report Cards and Progress Reports in OptionC

**\*\*Please Note: This Functionality May or May Not be Enabled by your School\*\***

Once logged into OptionC, please go to Students > Report Cards.



Select the Student and Click on the Report Card /Progress Report Link.



You will now see your Child's Report Displayed.



**OptionC Demonstration School**

*title*

*subtitle*

\* indicates modified curriculum

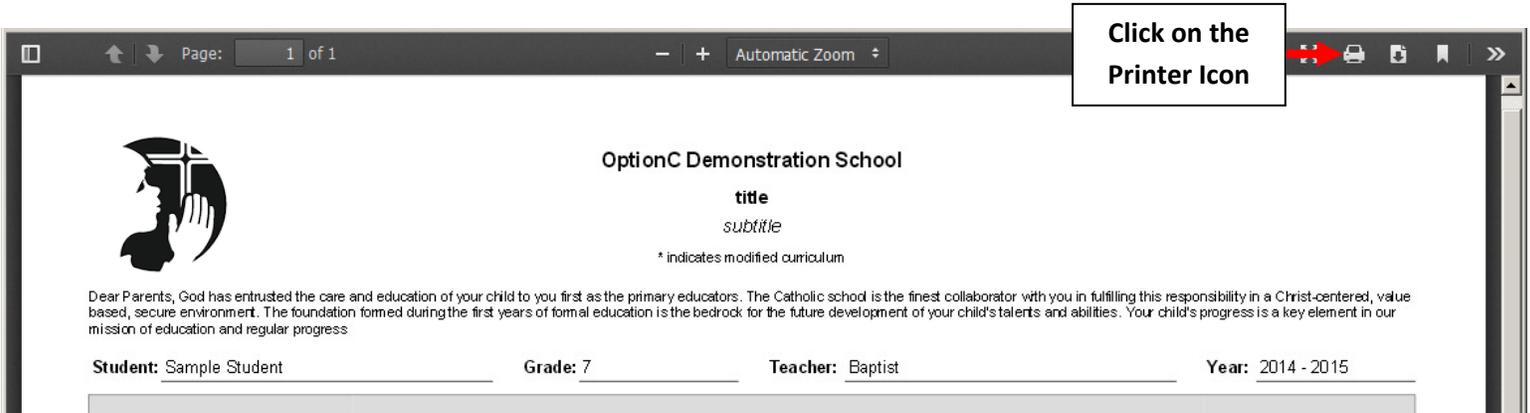
trusted the care and education of your child to you first as the primary educators. The Catholic school is the finest collaborator with you in fulfilling this responsibility in a Christ-centered, value based, secure environment. The foundation formed during the first years of formal education is the bedrock for the future development of your child's talents and abilities. Your child's progress is a key element in our mission of education and regular progress.

Student: Sample Student      Grade: 7      Teacher: Baptist      Year: 2014 - 2015

Performance Key2	70 - 100 : P	70 - 100 : P 0 - 69 : F	70 - 100 : P 0 - 69 : F	70 - 100 : P 0 - 69 : F	70 - 100 : P 0 - 69 : F
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Class Name	Teacher	1	2	3	Final Grade	Comments
Algebra	Seton					
Math	Giuliani					
Math	Giuliani					
Music	Goretti					

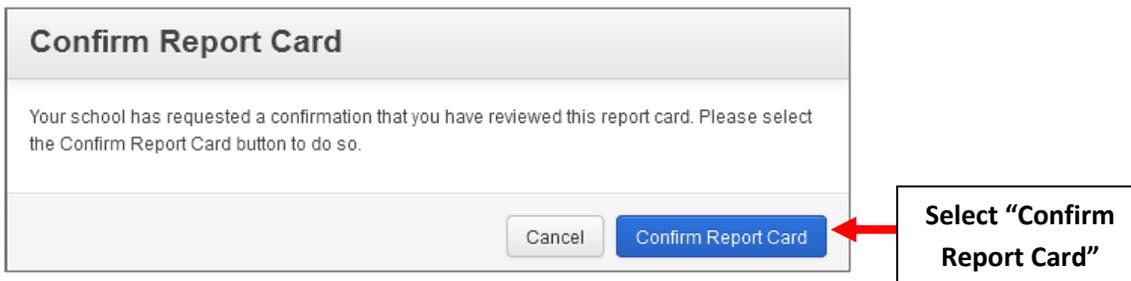
To Print the Report, Click on the "Printer Icon" in the Right Hand Corner of the Document.



The screenshot shows a document viewer window. At the top right, a callout box with a red arrow points to the printer icon in the toolbar, containing the text "Click on the Printer Icon". The document content includes a logo on the left, the title "OptionC Demonstration School", and fields for "Student: Sample Student", "Grade: 7", "Teacher: Baptist", and "Year: 2014 - 2015".

Upon closing the Report Card you may be prompted for Confirmation you have Viewed the Report Card. Please Select "Confirm Report Card".

***\*\*Please Note: This Functionality May or May Not be Enabled by your School\*\****



The dialog box is titled "Confirm Report Card" and contains the text: "Your school has requested a confirmation that you have reviewed this report card. Please select the Confirm Report Card button to do so." At the bottom, there are two buttons: "Cancel" and "Confirm Report Card". A red arrow points from a callout box containing the text "Select 'Confirm Report Card'" to the "Confirm Report Card" button.