

SB2000 CLASSROOM HELP – Home Page Form Control

2/2/2012

Attend Form	Grade Form
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="button" value="Update Forms"/>	

The “Attend Form” and “Grade Form” columns on the Home Page are used to control the production of Manual Attendance Sheets and Grade Scanner sheets. **Grade Scanner forms were retired at the end of the 1st semester 2011-12 so they won't be printed after January 2012.** If you want to change your section form control settings, click the box to change the setting and then click the **Update Forms button** to save that information to your user profile. A “check” displayed in the box will cause the form to be printed for that section on the next scheduled print date.

Since the District no longer uses grade scanner forms, schools may use the Grade Form control flag internally to identify sections for which they want to print their own grade mark entry forms via the Entry Forms button on the Class Marks screen. This feature may be of use to Athletic Directors and walk-on coaches.

Detailed instructions for the “Attend Form” control over [Manual Attendance Sheets](#) can be found on the SB2000 Classroom Help web page. Normally these will all be unchecked unless the teacher needs a substitute the next time the class meets. The use of the Attend Form control is a local school procedural issue. Your school may or may not utilize this form control flag.