Infinite Campus – Overview for Teachers

Searching for a Student



- 1. On the **Index** tab, expand the **Student Information** folder and select the **General** folder.
- 2. Enter the search criteria in the **Search** tab by entering all or part of a student's last name and clicking the **Go** button. You can also use the **Advanced Search** and enter more specific information in the gray search area to the right. Click the Search button when you are finished. Leaving all search criteria blank results in a list of all students in all of your sections.



3. A list of students that match the input criteria will appear in the search index on the left. Click on the name of a student to bring up his/her information tabs.

Tel Year 09-10 ▼ School b	larrison High	Section 01) 1400-	1 Integrated Math IV A	
Index Search Help	Bennett, Edv			
Search for a: Student	Grade:09 #288 D	DB:11/28/1998 Gende Enrollments Sc	er:M Counselor:Counselor, I.M :hedule 英Attendance Pi	l. Helpful rograms Assessment
b Go Advanced Search >>	Person Summa Person Informa PersonD	iry Report tion		
Search Results: 60	A Name	Nickname		
Now viewing page 1 of 2	Edwardo Gender M	Race Ethnicity		No Zero de Aveilable
09 Beach, Pete #244 [11/06/1996] 09 Beail, Floyd #248[11/08/1996] 09 Beails, Omar #252 [11/10/1996]		Race/Ethnicity: Federal Designation:	1:Hispanic/Latino	No Image Available
09 Beard, Jordan #250 [11/12/19] 09 Beard, Ashiey #250 [11/14/195 09 Beadell, Delmar #264 [11/16/19] 09 Beadell, Delmar #268 [11/16/19]		Race(s): Hispanic/Latino:	Y:Yes	
09 Bellinger, Donnie #272 [11/20/ 09 Bender, Quincy #276 [11/22/1	=	Race/Ethnicity Determination:	U2:Student Identified	
09 Benford, Shane #280 [11/24/1 9) Bennett, Edwardo #288 [11/22] 09 Bennett, Gregg #284 [11/26/1 109 Berkheimer Winston #299 [11]	Birth Date (Age: 1 11/28/1998 Student Number 288	1) State ID 288		
09 Berry, Santos #296 [12/02/19 09 Best, Wilber #300 [12/04/1996 09 Bickerson, Sylvester #304 [12	Person GUID 2505220B-7E Comments	275-4345-97&8-	F0E2FE9DAFE1	
09 Bicknet, Otis #3008[1208/199] 09 Bileny, James #312 [12/10/199] 09 Billmek, Jared #316 [12/12/14] 09 Birdsall, Minh #320 [12/14/199]	Mailing Address Primary Address	ses 378 MAGNOLIA	A STREET N , CLEAR LA	AKE CA 55319 Map

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Viewing Student Information



There are several tabs in the Student Information General folder. A summary follows of what each tab is and what information is contained on that tab.

Summary Tab

The Summary tab is an overview of the student's contact and demographic information. Data on this screen cannot be modified here. The Summary tab is view-only, so any changes or modifications need to be made in **Census**.

There are four areas of information on the Summary tab – Person Information, Mailing Addresses, Household Information and Non-Household Relationships. This tab is also viewable through the Student Health, Student Counselor and Student Special Education areas.

 The Person Information area lists the student's person ID, name, race/ethnicity, birth date, gender and the student number/state ID. The student's picture will appear on this screen, if available.

Burger, Chees	SC Nickn	ame: Chee	sey	*	Health (Condition						
Stade.02 #1001760	nrollments	5 📸 Sch	edule		Atte	ndance	Pro	grams	A+Gra	des Asse	essme	
Berson Summar	y Report	. –										
Person Informati	on											
PersonID 49794												
Name	Nickname											
Burger,	Cheese	∋y										
Cheese Gender	Race Ethr	licity										
F	State Race/Eth	nicity:	40):F:	ilipi	no		Ν	o Imag	e Availabi	le	
	Federal Designat	eral signation:		Asia	an							
	Race(s):		Filipino									
	Hispanic	/Latino:	N : 1	Яo								
	Race/Eth	nicity										
	Determin	ation:										
Birth Date (Age: 7)												
09/14/2002												
Student Number	State ID											
10017600002												
Person GUID	0 4202	D104 0	1104	1.4.2								
Commente	50-4707-	DA04-0	ZAC4	146	10010							
commenta												
Mailing Address	es					B11/01/		0.45.00		_		
Primary Address	74	2 15TH	AV	<u>м</u> ,	SAN	RAMON	CA	94582	2		Мар	
Secondary Address	24	7 15TH	AV	И,	SAN	RAMON	CA	95483	3		Мар	
Smith Burger Ho	usehold **F	Primary										
Household Phone	(9	25)123-	-345	6		_		_				
Address	74	2 15TH	AV	N,	SAN	RAMON	CÅ	94582			Мар	
Name	Rela	ationship		En	rollment	(grade)				Phone(s)	Ema	
Burger, Cheese	Self			09	-10 3 P	eriod -Cle	velar	d Elem (02)			
Burger, Ham	Sibi	lina		09	-10 Wil	ts Elemer	ntary ((04)				
Su ger, num	3101	g		00		C LIGHIGI	nary (- 9				

 The Mailing Addresses area provides a view of the student's mailing address. Mailing addresses linked through a student's relationship to others may be listed as Secondary address. This indicates that the student does not live at this address.

- 3. The **Household Information** provides users with a view of the addresses and household phone number associated with the student's household. The names of the household of which the student is a member appear. The people who have relationships with this student also appear in the Household box.
- 4. Relationships to people outside of the household (aunt/uncle, emergency contact, daycare provider) appear in the Non-Household Relationships box. Emergency contacts for students converted from SASIxp appear in the ICE icon to the right of the student's name at the top of the window.

Enrollment Tab

The Enrollment tab provides a listing of the student's enrollment history in the district, listing the school that was attended, the start and end dates and start and end status, and the grade level.

ent 🤅								
Start Status: 03 From public school, different state								
End Status: E410 Medical withdrawal								

The Enrollment tab displays all occurrences of a student's enrollment in the district. Because this is a historical view, this list could be long.

Schedule Tab

The Schedule tab lists the courses in which the student is enrolled for a particular term and period. Users will also be able to see what sections the student has dropped throughout the school year. The changes are indicated in red.

Mason Cor	dell					
Grade:02 #2140	DOB:01/04/200	2 Gender:M				
Summary	Enrollments	Schedule	Attendance	Programs	A+Grades	Assessm
Table - Group by	/ Course (All Te	rms) 🛛 👻 🖄	isplay Active Cours	es Only 🖰 Pr	int OR Choose	e a report o
Term (08/11/09-1	Q1 11/27/09) (11/	Term Q2 30/09-01/29/10	Term Q3 (02/01/10-04/02/	10) (04	Term Q4 4/05/10-07/3	0/10)
EMPTY AM	EMP	ΓΥ	EMPTY	200-1 Se Lifellearn Start: 06// Drop: 06// 200-1 Se Lifellearn Start: 06// 200-3 Se	cond Grade I , Alan 21/2010 21/2010 cond Grade I , Alan 25/2010 cond Grade I	lomeroon lomeroon
EMPTY PM	EMP	ΓΥ	EMPTY	Lifellearn, Start: 06/, 200-9 Se Lifellearn, Start: 06/ 200-9 Se Lifellearn, Start: 06/,	, Casey 25/2010 cond Grade I 16/2010 18/2010 cond Grade I , Ian 25/2010	domeroon
C EMPTY	EMP	TY	EMPTY	EMPTY		

Attendance Tab

The Attendance tab lists the student's attendance history for all enrollments related to the current year's enrollment.

On the left-hand side is a term summary, listing the absences and tardies for each period in

Mcloskey, Dom Grade:02 #2216 DOB:	enic 01/23/200	2 Gend	ler:M							
Summary Enr	ollments	Sc	hedu	ule	Attendance	Programs	A+Grades	Assessm	ent 🛛	🞾 Trans
🗋 New 🎒 Period De	🗋 New 🔗 Period Detail 🖉 Daily Detail									
					Unknow	vn Excused Une	koused Exempt			
Term Q1 08/1	1/2009 -	11/27/20	09		Data			F	Period	
Instructional Days	: 79 Pr	esent D	ays:	79	Date			AM	PM	С
Period	AM	PM	С	T	03/31/	2010 Wed		ISc	ISc	
Absent	0	0	0	0	03/30/	2010 Tue		ISc	ISc	
Early Release	0	0	0	0	03/29/	2010 Mon		ISc	ISc	
Tardy	0	0	0	0	03/26/	2010 Fri		ISc	ISc	
					03/25/	2010 Thu		ISc	ISc	

each term. Also listed is a total course summary of how many times a student has been absent and/or tardy from a particular course.

The right-hand side lists the attendance detail in chronological order, with the most recent event listed at the top of the screen. The attendance records are color-coded and are listed with the attendance codes that were assigned to them.

Programs Tab

The Programs tab is used as a custom tab. Here, the district can list information that is specific to the district for each student.

_							
N	Icloskey, Dor rade:02 #2216 DO	menic B:01/23/2002 Gend	er:M				
	Summary Er	rollments Sc	hedule 🙀 At	tendance	Programs	A+Grades	Assess
	New 🗋						
	Program Participa	tion Editor Note: o	ne curriculum	program al	lowed per st	tudent	
	Program	Start Date	End Date	User Warni	ng		

Grades Tab

The student grades tab lists the grades the student has received for progress reports or report cards. The Grades tab is a view only screen.

For the higher grades: At the bottom of the screen are the student's term GPA (honor roll grade) and the student's rolling cumulative GPA, which is a combination of the term GPA and the historical grades from the transcript.

Transcript Tab

The Transcript tab lists the student's historical grades. Transcript entries are separated by grade level and year, as well as by the term in which the course was taken.

Mcloskey, Domenic Grade:02 #2216 DOB:01/23/2 Summary Enrollmen	ade.02 #2216 DDB.01/23/2002 Gender:M JSummary Enrollments (Schedule) Attendance Programs (Argrades Assessment)										
Choose a Report Card Forma	t 🔻										
Class	Task	Quarters Q1	Quarters Q2	Quarters Q3	Quarters Q4						
260-1 Art 2	Term Grade										
215-1 Language 2 Lifellearn, Alan	Term Grade										
220-1 Math 2 Lifellearn, Alan	Term Grade										
250-1 Music 2	Term Grade										
270-1 Physical Education 2	Term Grade										
210-1 Reading 2 Lifellearn, Alan	Term Grade										
230-1 Science 2 Lifellearn, Alan	Term Grade										
240-1 Social 2 Lifellearn, Alan	Term Grade										
	Term GPA										
Rolling Cumulative GPA											
Grades shown in Gray do not	contribute to a 1	Ferm GPA									

Abegg, Dylan Nickname: Dill *Health Condition Grade:12 #103667 DOB:02/01/1992 Gender:M Counselor:Counselor, I.

 Fees

 <u>Clockers</u>
 Graduation

 Athletics

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 Athletics

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 Summary
 Enrollments

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 Programs

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 Credit Summary

 Assessment

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 Batch Add

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 <u>Assessment</u>

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			-	Cou	ses Take	en 2010-201	1 Grad	e 12			-
	Course	Standard	Repeat	Mark	GPA	Value	Bonus	GPA M#	Credit/Category.	Term	Comments
			Course		weighted	unweighted		VVL.			
Edit	1600, Statistics A			95	4.0000			0.4000	1.000 Mathematics	2-1	Taken at Kenwood
Edit	2300, US History A			A+	4.0000				5.000 U.S. History	1-1	
Edit	2500, Psychology			85	3.0000				1.000 Social Studies	3-1	
Edit	3400, English 12 A			Α	4.0000				5.000 American Literature/Comp	1-1	
				Cour	ses Take	en 2009-201	0 Grad	e 12			
	Course	Standard	Repeat	Mark	GPA	Value	Bonus	GPA	Credit/Category.	Term	Comments
			Course		weighted	unweighted		Wt.			
Edit	300, English Writers (Correspondance)			A	4.0000			1.0000	1.000 English/Language Arts		
Edit	1100, Integrated Math I A			B-	4.0000	3.0000		1.0000	5.000 Mathematics	2-1	
Edit	1350, Integrated Math III B			4	4.0000	4.0000		1.0000	5.000 Mathematics	2-1	transfer
Edit	1600, Statistics A			+				1.0000	2.000	1-	
Edit	1650, Statistics B			В	3.0000	1.0000		1.0000	2.000 Math		
Edit	2100, Geography A			В	3.0000			1.0000	5.000 Mathematics	2-1	
Edit	2100, Geography A			C+	3.0000	2.0000			5.000 Social Studies	1-1	world geo
Edit	2200, World History A			B+	3.3300				5.000 Social Studies	1-1	
Edit	2300, US History A			C-	3.0000	2.0000		1.0000	5.000 U.S. History	2-1	
Edit	2450, Economics			A	4.0000			1.0000	1.000 Reading	3-1	
Edit	2500, Psychology			A	4.0000			1.0000	1.000 Social Studies	3-1	
Edit	3100, English 9 A			C+	3.0000	2.0000			5.000 English	1-1	Transfered to MV
Edit	3100, English 9 A			D	1.0000			1.0000	5.000 American Literature/Comp	2-1	Transfer
Edit	3150, English 9 B			C-	1.6700			1.0000	5.000 American Literature/Comp		
Edit	3300, English 11 A			C+	2.3300				5.000 English/Language Arts		
Edit	3300, English 11 A			A	5.0000	4.0000			5.000 English		
Edit	3300, English 11 A			A	5.0000	4.0000		1.0000	5.000 English/Language Arts		
Edit	3300, English 11 A			A-	3.6700			1.0000	5.000 English/Language Arts		
Edit	3300, English 11 A			C+	2.3300				5.000 English		
Edit	3300, English 11 A			A	4.0000				5.000 English		

Credit Summary Tab

The Credit Summary tab provides a view of the student's total credits that have been recorded on the transcript.

Transcripts can be printed from this tab or from the transcript tab.

Sees Lockers Graduation Athletics	AdHoc Reports Wa	iver Re	ecords	Transfer	D Parent P	ermissio	ons Repo	ort Comme
☑Summary Enrollments Brochedule Atte	ndance Programs	A+Gra	des 1	Transcript	Credit Sum	mary /	Assessment	Behav
🗁 Print								
	Transcript Cree	lit Summ	nary					
Cum GPA: 3.378	R	ank: 14 of	f 353					
	0	8 0	19	10	11	12	Tot	al
Middle School								
General	0.	.0						0.0
Total	0	0 0	0.0	0.0	0.0	0.0		0.0
High School				_				
Art		1	.0	1.0				2.0
Health		1	.0		1.0			2.0
Math		2	2.0	1.0	2.0	2.0		7.0
Science		2	2.0	2.0		6.0		10.0
Social Studies		8	.0	7.0	2.0	1.0		18.0
World Lang		2	.0	2.0				4.0
English/Language Arts		2	.0	2.0	2.0	32.0		38.0
Personal Fitness		1	.0	1.0	1.0			3.0
Business Ed					1.0			1.0
Elective					1.0			1.0
Fotal	0	.0 1	9.0	16.0	10.0	41.0		86.0
Default								
American Literature/Comp		1	0.0			5.0		15.0
English		5	.0	5.0		70.0		80.0
Mathematics						16.0		16.0
U.S. History						10.0		10.0
Total	0	0 1	50	5.0	0.0	101	0	121.0
Language Arts							-	
Reading						1.0		1.0
Total	0	0 0	0	0.0	0.0	1.0		1.0

Assessment Tab

The Assessment tab lists the student's scores for standardized tests. Any state mandated tests, AP tests, college entrance exams, etc. can be listed here.

Abegg, Dylan Nickname: Dill #Health Condition Grade:12 #103667 DOB:02/01/1992 Gender:M Counselor:Counselor, I.M. Helpful										
Summary Enrollments 💣 Schedule 👯 Attendance Programs 🖄 Grades	Assessment									
📄 New 🗇 Print										
Test Scores										
庄 🧰 CAHSEE 03/03/2010										
🗄 🖻 CAHSEE 03/05/2010										
COGAT (COGAT)										
🗄 🗠 🧰 NWEA Test Raw Score:390 Result:										
NWEA Test Raw Score:0 Result:										
NWEA Test Raw Score:0 Result:										

Customs Tab

The District can also create Custom tabs that are specific to the district's needs. These tabs will appear after the rest of the students tabs in the student general folder.