

REPORT CARD STANDARDS - Kindergarten

To successfully use the standards grading on your report cards, it is important that you understand how the system functions, and what impact the selections you make will have on your students' report cards. First of all, enabling or disabling any standard will affect the grading for that standard only. When you make changes they affect your entire class, but only for the standard you are currently changing.

How it works


When a standard is enabled, a check box for that standard will appear on the data entry window, in the column that corresponds to the current trimester. You can check the box to indicate that the student is having difficulty with that standard, or you can leave it un-checked. When a standard is disabled, no check box will be available. Instead, the letters **NA** (not assessed) will appear.

ENGLISH-LANGUAGE ARTS: WRITING (continued)	Trimester 1	Trimester 2	Trimester 3	
Uses correct form and spacing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Enabled Standards
Writes simple phonetic words	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Writes one simple sentence using standard conventions	NA	<input type="checkbox"/>	<input type="checkbox"/>	
Listening and Speaking				Disabled Standards
Follows oral directions	NA	<input type="checkbox"/>	<input type="checkbox"/>	
Describes basic objects and events using complete sentences	NA	<input type="checkbox"/>	<input type="checkbox"/>	

Setting up your standards

After you have logged into the Online Report Cards, if you have only one class your web browser will be directed to the data entry page where you can enter grades. If you have more than one class, your browser will first be directed to your Class List page where you can select the class you want to enter grades for. Once you are at the data entry page you will see a link in the upper right-hand corner titled "Setup Standards".

Click the link to navigate to the Kindergarten Standards Setup Page. The page will look similar to this:



Downey Unified School District

Elementary Report Cards

[Log Out](#)

[Class List](#)

[Standards Help](#)

Kindergarten Standards Setup

[Return to report cards](#)

ENGLISH-LANGUAGE ARTS: READING

- Names upper case letters
- Names lower case letters
- Demonstrates print knowledge
- Orally blends sounds into words
- Orally segments words into sounds
- Produces rhyming words
- Produces appropriate sound for letter
- Blends 3 letters to form words
- Reads basic sight words
- Comprehends grade level text (read or heard)

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Setting up your standards (continued)

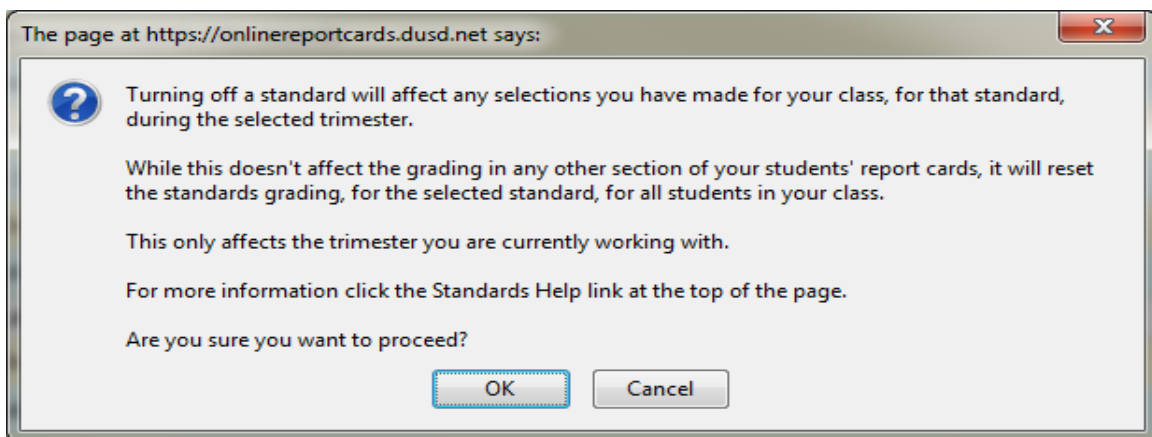
For each standard you want to enable or disable, click the check box that appears to the left of the standard's description. Each time you click on a check box the system will update your entire class for that standard. Each standard can take up to several seconds to complete so it is **VERY IMPORTANT** that you wait until the process completes before clicking the next check box.

When a standard is enabled, a check mark will appear in the box:

ENGLISH-LANGUAGE ARTS: WRITING	
<input checked="" type="checkbox"/> Prints first and last name	Enabled Standards
<input checked="" type="checkbox"/> Prints alphabet independently	
<input checked="" type="checkbox"/> Uses correct form and spacing	
<input type="checkbox"/> Writes simple phonetic words	Disabled Standards
<input type="checkbox"/> Writes one simple sentence using standard conventions	
<input type="checkbox"/> Follows oral directions	
<input type="checkbox"/> Describes basic objects and events using complete sentences	

Disabling standards

It is important to understand that if you enable a standard and decide to disable it later, any checks you entered for your students for that standard will be reset to NA once the standard is disabled. To safeguard against accidentally disabling a standard the system will display the following warning any when a standard is about to be disabled:



Once you have finished setting up your standards you can click the link at the top of the page titled "Return to report cards" to begin entering your grades.