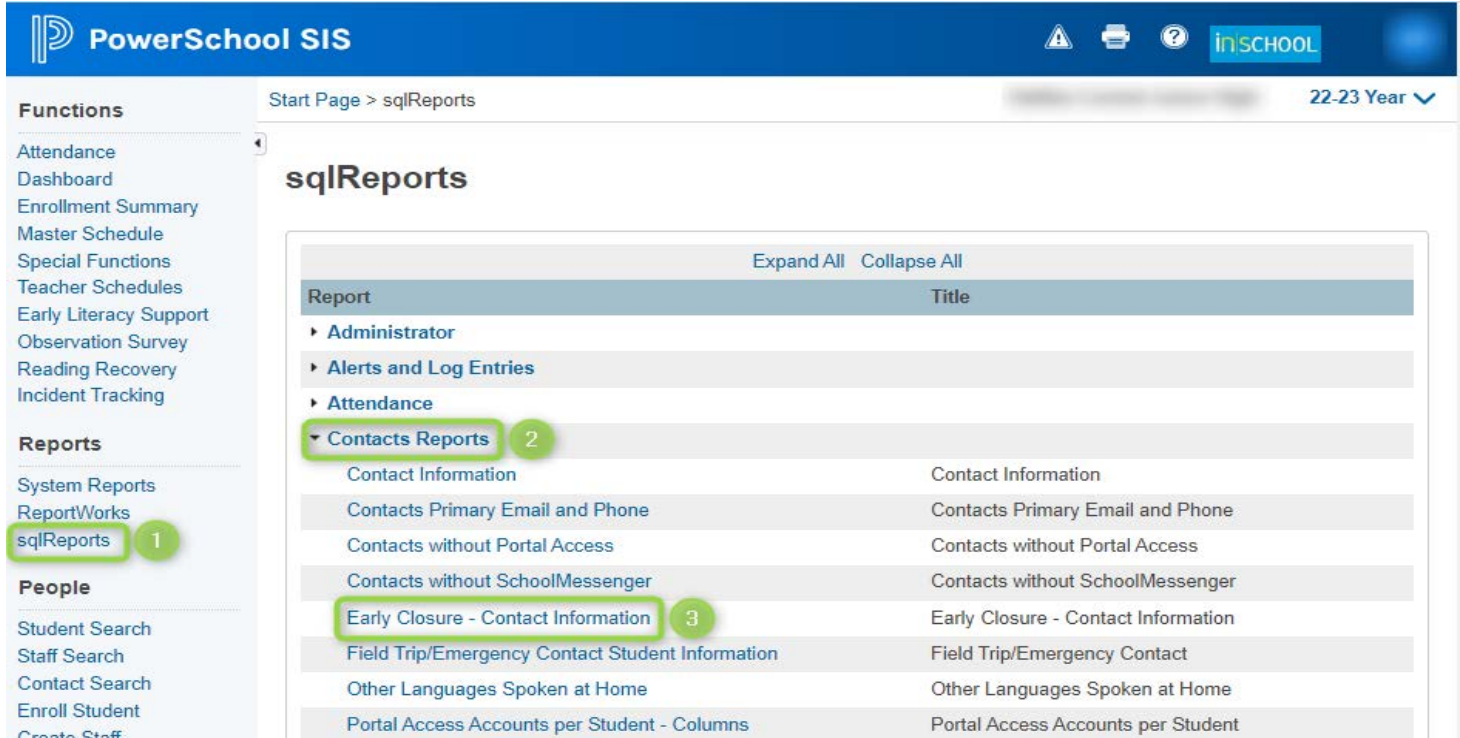


# SIS ADMIN - EARLY CLOSURE REPORT

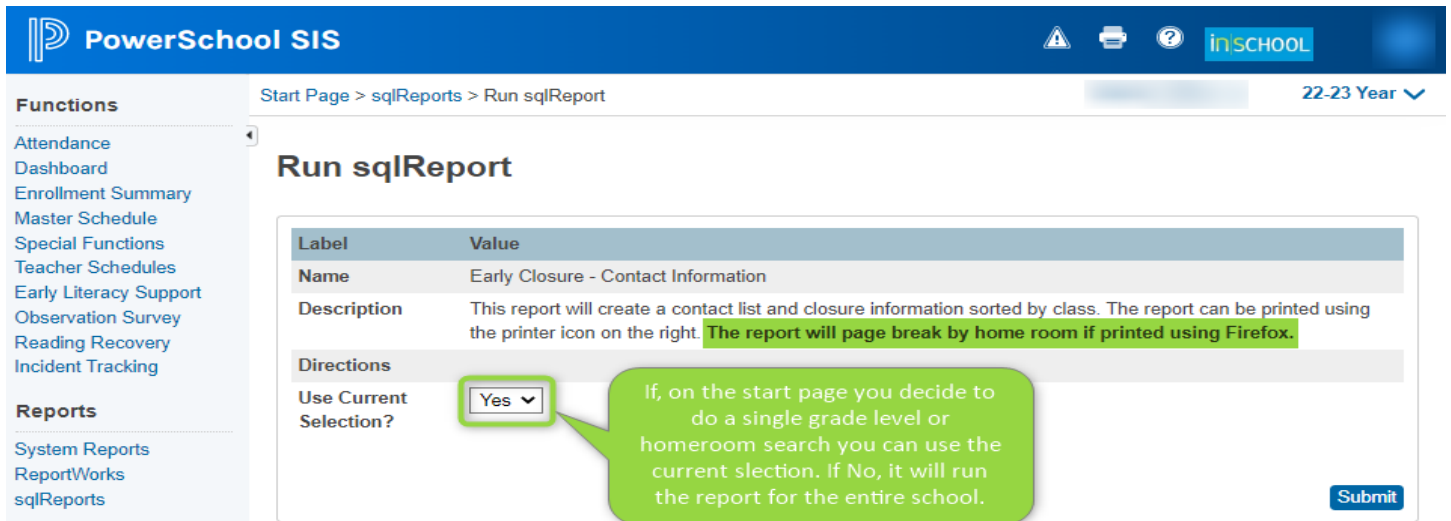
SIS ADMINISTRATOR ACCESS TO EARLY CLOSURE INFORMATION THROUGH SQLREPORTS IN POWERADMIN

Running this report will create a contact list and closure information sorted by class. This report can be printed using the printer icon on the right. Having an updated hard copy of this report at the office would be a good idea in the case that the power is out at school.

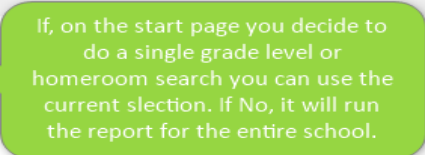


The screenshot shows the PowerSchool SIS interface. The top navigation bar includes the logo, a printer icon, a help icon, and the 'inSCHOOL' logo. The breadcrumb trail reads 'Start Page > sqlReports'. The left sidebar contains a 'Functions' menu with 'sqlReports' highlighted with a green box and a '1' in a circle. The main content area is titled 'sqlReports' and features a table with columns 'Report' and 'Title'. The table lists various reports, with 'Contacts Reports' expanded to show sub-reports. 'Early Closure - Contact Information' is highlighted with a green box and a '3' in a circle. A '2' in a circle is next to the 'Contacts Reports' header.

Report	Title
▶ Administrator	
▶ Alerts and Log Entries	
▶ Attendance	
▼ <b>Contacts Reports</b> 2	
Contact Information	Contact Information
Contacts Primary Email and Phone	Contacts Primary Email and Phone
Contacts without Portal Access	Contacts without Portal Access
Contacts without SchoolMessenger	Contacts without SchoolMessenger
<b>Early Closure - Contact Information</b> 3	Early Closure - Contact Information
Field Trip/Emergency Contact Student Information	Field Trip/Emergency Contact
Other Languages Spoken at Home	Other Languages Spoken at Home
Portal Access Accounts per Student - Columns	Portal Access Accounts per Student



The screenshot shows the 'Run sqlReport' form in the PowerSchool SIS interface. The breadcrumb trail is 'Start Page > sqlReports > Run sqlReport'. The left sidebar shows 'sqlReports' highlighted with a green box and a '1' in a circle. The main content area has a title 'Run sqlReport' and a form with the following fields:

Label	Value
Name	Early Closure - Contact Information
Description	This report will create a contact list and closure information sorted by class. The report can be printed using the printer icon on the right. <b>The report will page break by home room if printed using Firefox.</b>
Directions	
Use Current Selection?	<input type="button" value="Yes"/> 


The callout box contains the text: "If, on the start page you decide to do a single grade level or homeroom search you can use the current selection. If No, it will run the report for the entire school." A 'Submit' button is located at the bottom right of the form.




For a blank check list by homeroom to track Early Closure Pick-Up please run the following report:

# TEACHERS - EARLY CLOSURE REPORT

TEACHER ACCESS TO EARLY CLOSURE INFORMATION THROUGH SQLREPORTS IN POWERTEACHER

Running this report will create a contact list and closure information for students. This report can be printed using the printer icon on the right. Having an updated hard copy of this report would be a good idea for teachers to have in their classrooms in the case that the power is out at school.

 PowerSchool SIS




inSCHOOL

22-23 Year

**Navigation**

- PowerTeacher Pro
- Start Page
- Daily Bulletin
- Schedule
- Staff Directory
- Meals
- Reports
- Recommendations
- sqlReports 1

## sqlReports

[Expand All](#)   [Collapse All](#)

Report	Title
Teacher <span style="background-color: #0056b3; color: white; border-radius: 50%; padding: 0 5px; font-weight: bold;">2</span>	
Field Trip/Emergency Contact Student Information	Field Trip/Emergency Contact
Gr 10-12 Students Who Require WD	Gr 10-12 Students Who Require WD
Outcomes - Curriculum Outcome Weights by Course	Curriculum Outcomes Weights by Course
Outcomes - Curriculum Outcomes by Course	Curriculum Outcomes by Course
Outcomes - Learner Profile Outcomes	Learner Profile Outcomes
Specialist Teachers - Homeroom and Section Numbers	Specialist Teachers - Homeroom and Secti
Student - Contact Information	Contact Information
Student - Birthday List	Birthday List
Student - Early Closure <span style="background-color: #0056b3; color: white; border-radius: 50%; padding: 0 5px; font-weight: bold;">3</span>	Student - Early Closure
Student - GNSPES Email	Student Email
Student - Home Technology Information	Student - Home Technology Information
Student - Languages Spoken at Home	Student - Languages Spoken at Home
Student - Medical Alerts	Medical Alerts
Student - Self ID	Student - Self ID

**Server Information**  
District: WRPB  
App Node: PSHRTRN02

For a blank check list by homeroom to track Early Closure Pick-Up please have your admin run the following report:

