

How to bring the MyEdBC master.csv extract into SilhouetteELAR 3

(Windows and MacOS)

Note: The screenshots in this tutorial are from the Windows version but the process applies to the MacOS version as well.

MyEdBC Silhouette Extract Procedures

- School OAA creates the master.csv extract from MyEdBC and saves.
- OAA sends the extract in email or on memory stick for the resource teacher, or he/she may upload the extract to the school network.

Please consult with your OAA.

Bonus: If you are using the SilhouetteELAR 3 installed on your school server, then please note that when you use Get Schoolwide Data File (see slide 6) to install the master.csv file, not only will this be accomplished for ALL the teachers who use SilhouetteELAR 3 at your school, but also, the master.csv file will be updated for ALL users of SilhouetteCE and Silhouette4 at your school.

Open SilhouetteELAR 3 program

Click on “Student Reports”

SilhouetteELAR 3


SilhouetteELAR 3

Version 3.0.2



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Vancouver School Board elementary schools.

No On-Line Update Available.



Student Reports

Comment Bases

Utilities

About

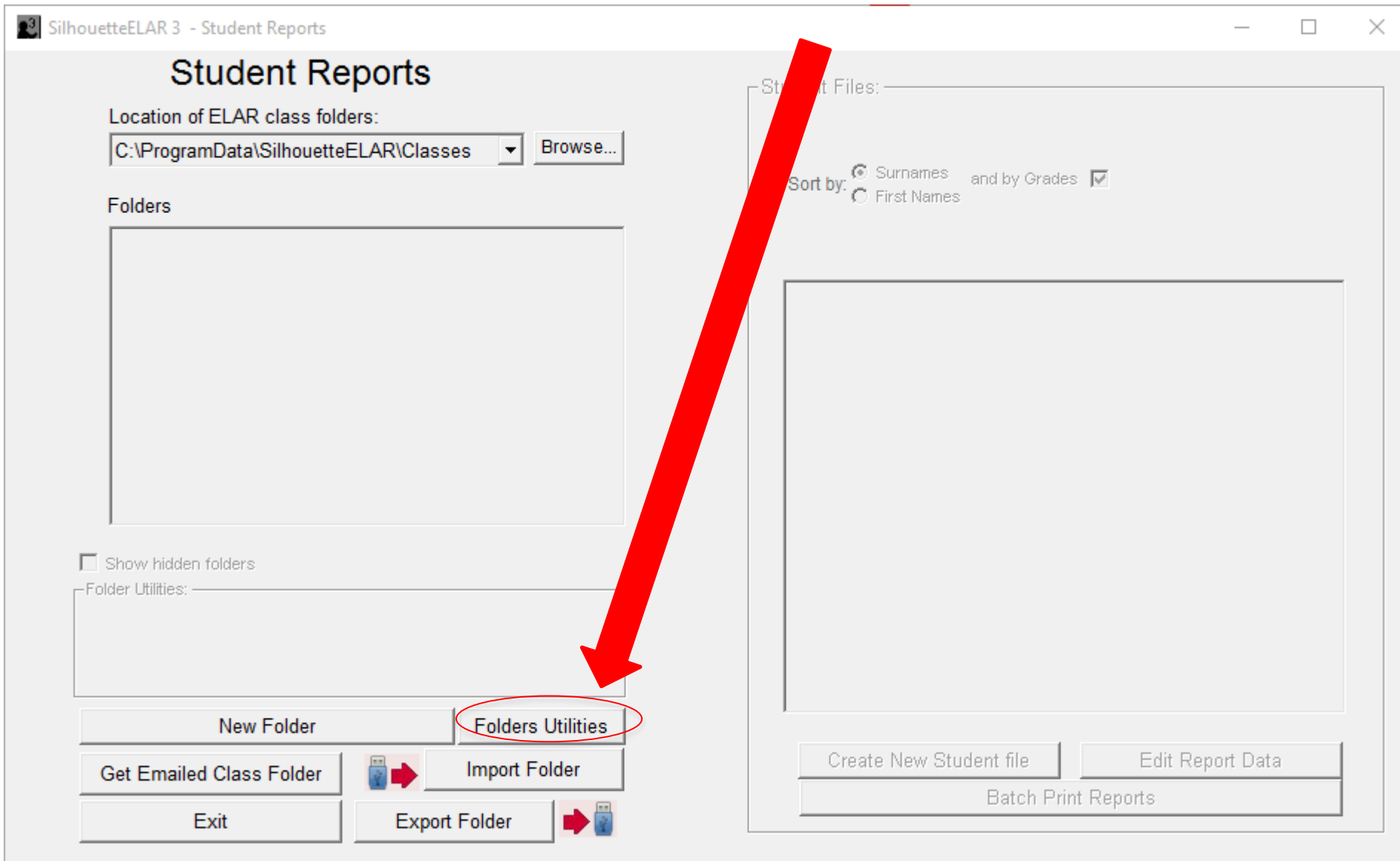
On-Line Help at duetsoftware.ca

Email SilELARHelp@duetsoftware.ca

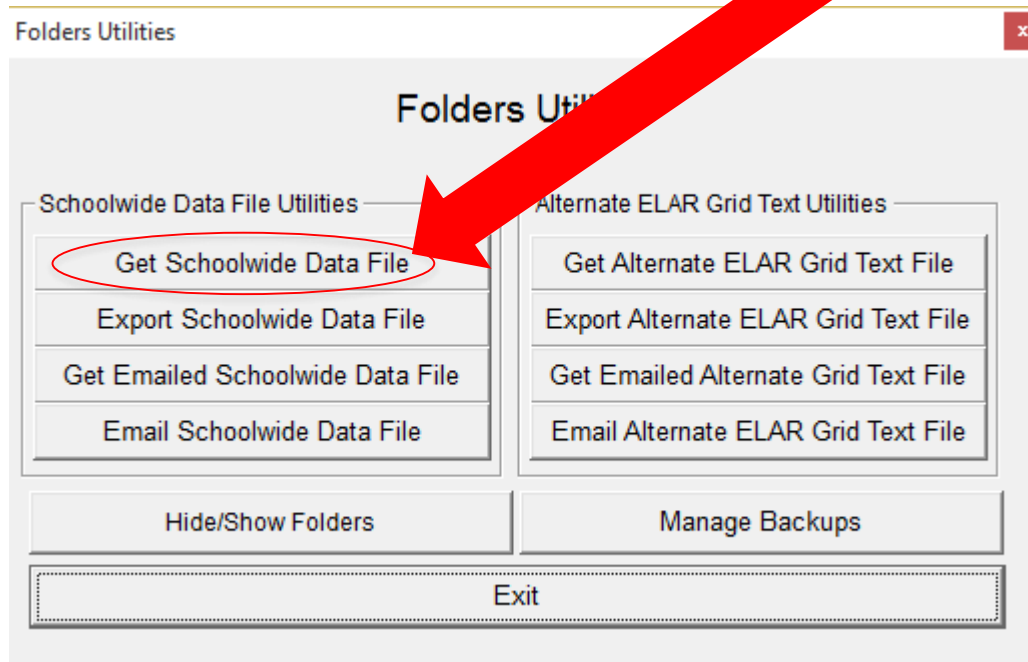
Quit

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Click on “Folders Utilities”



Click on “Get Schoolwide Data File”

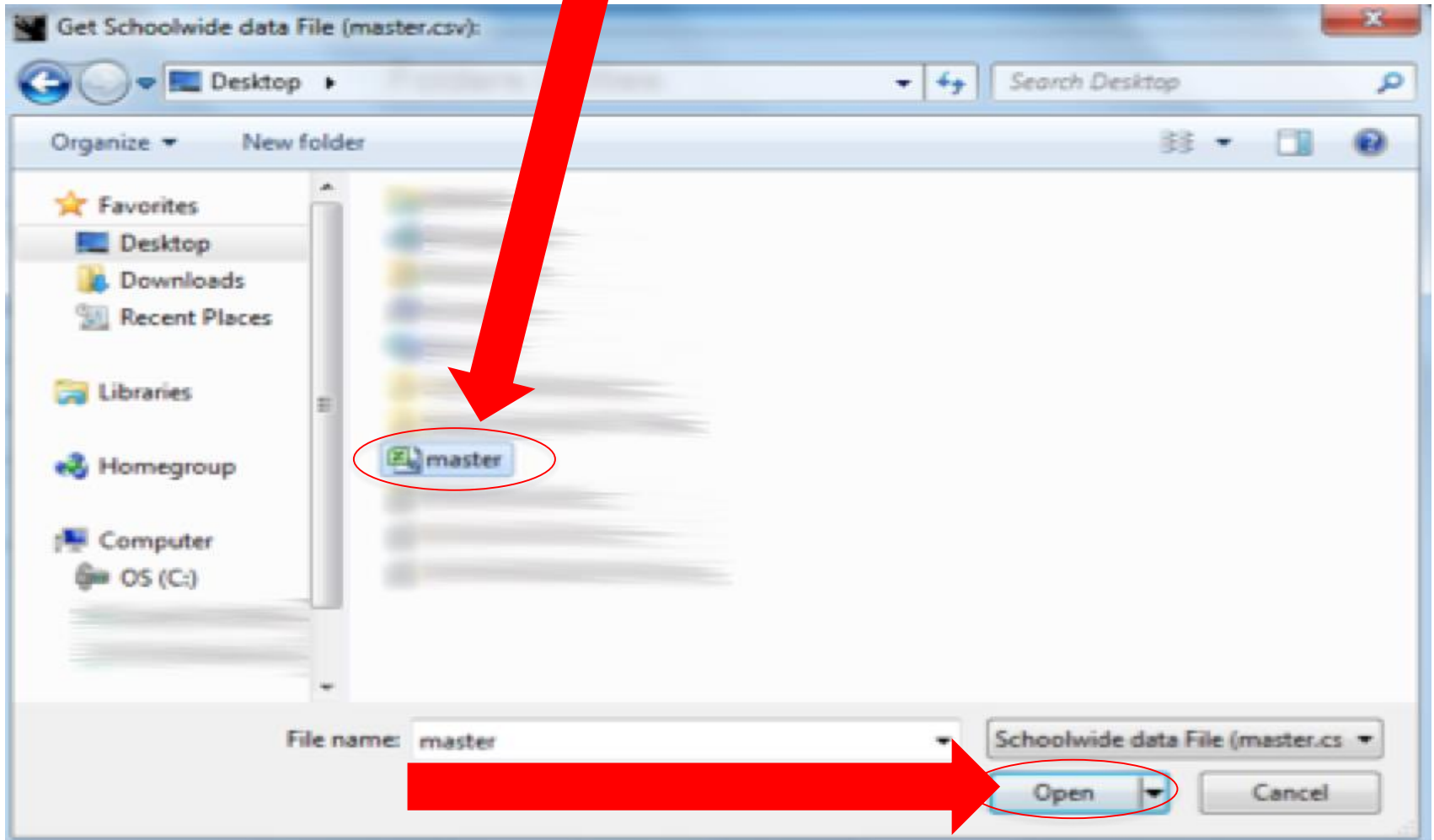


Find the “**master.csv**” file from where you saved it

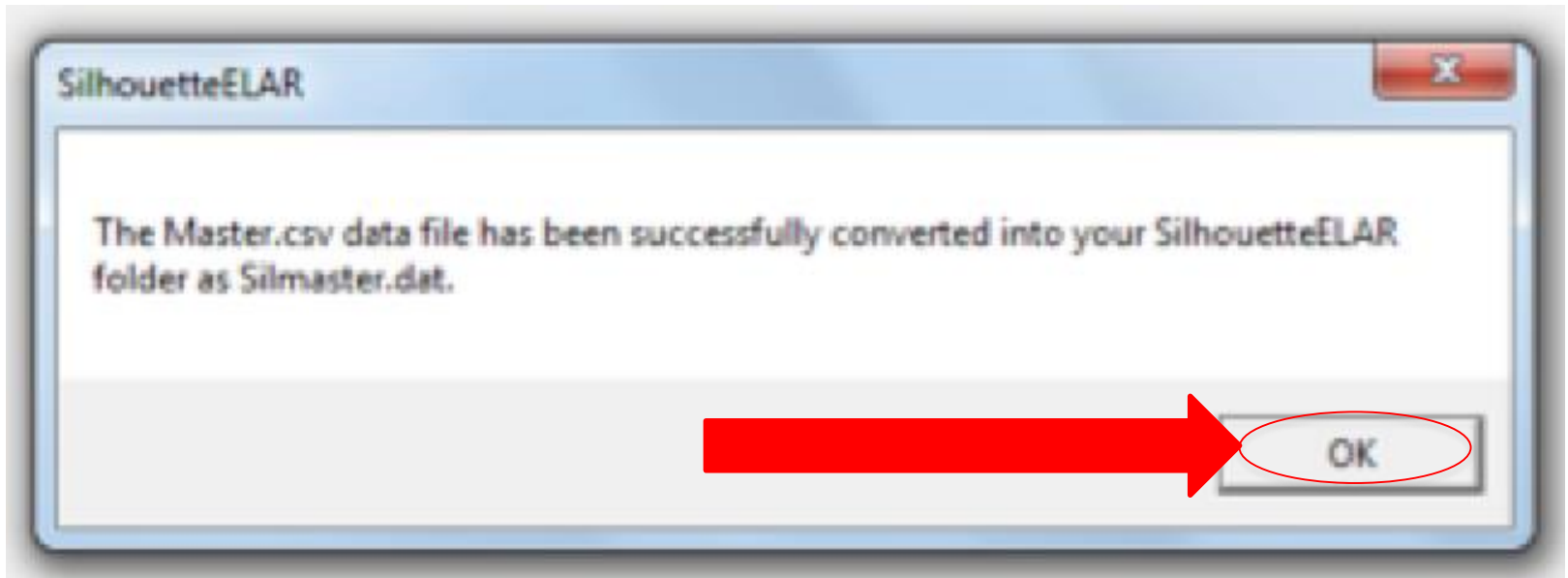
**RT needs to remember where he/she saved the file*

Click on the file

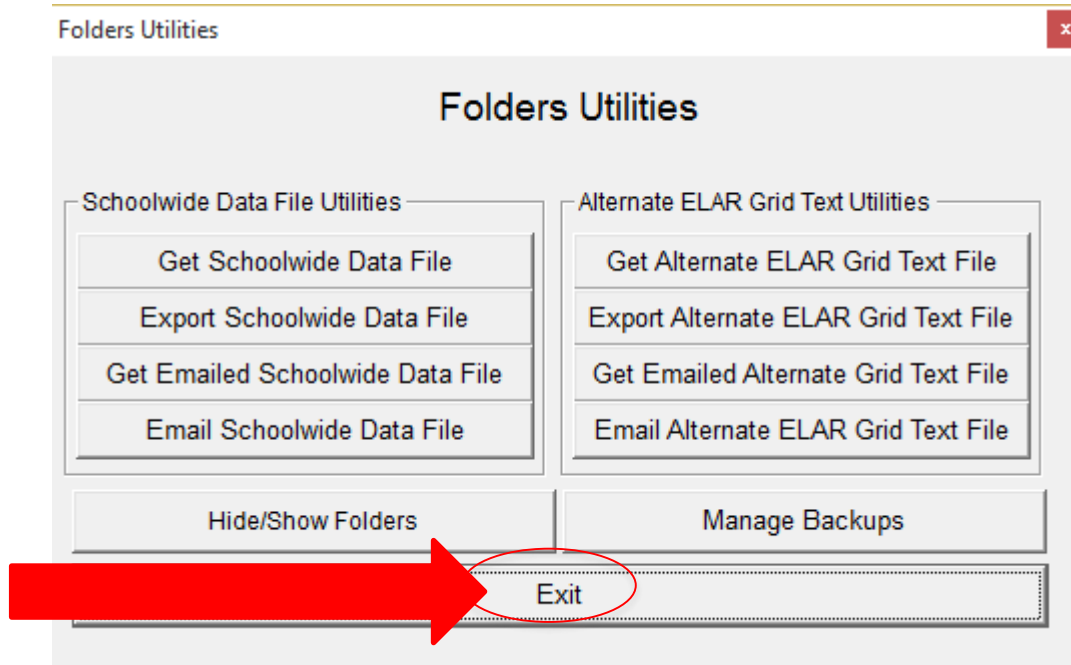
Click “Open”



Click "OK"



Click “Exit”



All done. The MyEdBC master.csv file has been copied into SilhouetteELAR 3. (If you are working with SilhouetteELAR 3 on your school server, then this procedure will also automatically update SilhouetteCE and Silhouette4 as well.)