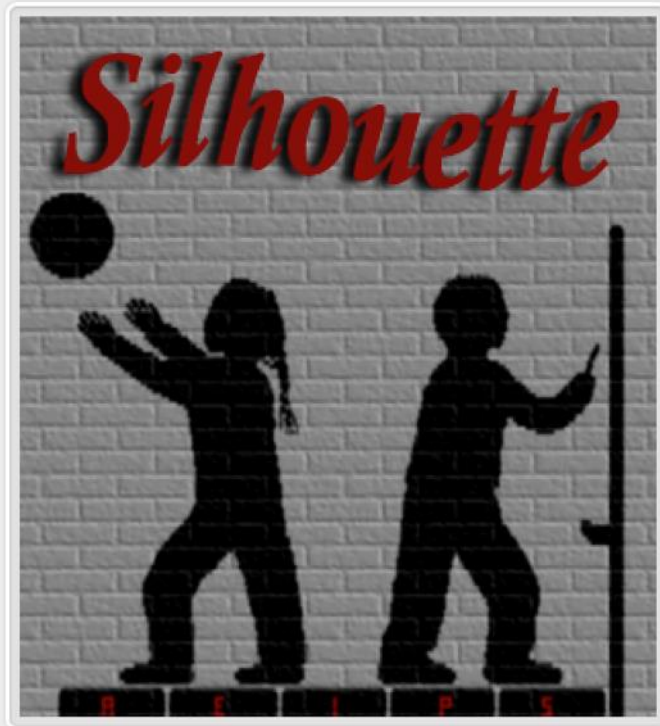


How to Edit a Student Report in SilhouetteELAR 3

(MacOS)

Open SilhouetteELAR 3 and click on **Student Reports**

SilhouetteELAR



Licensed for use in
Vancouver School Board elementary schools.

 Student Reports

Comment Bases

Utilities

About

Online help at duetsoftware.ca

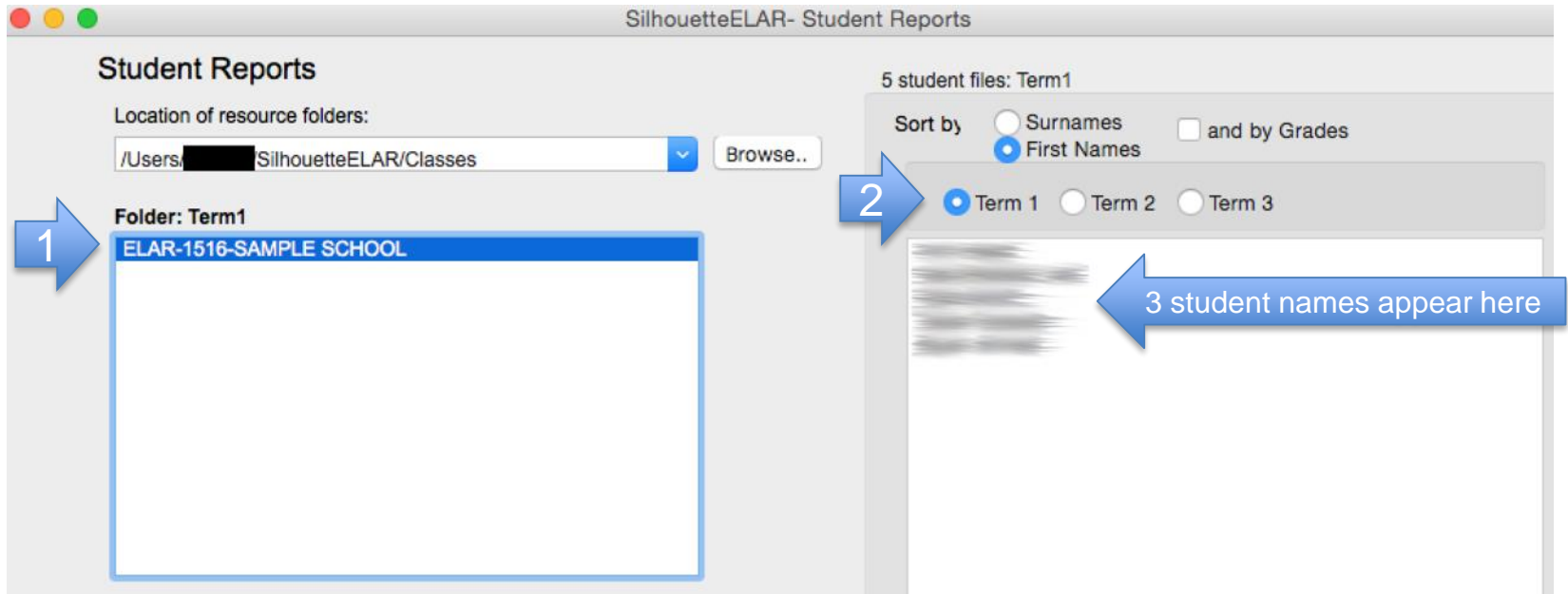
Email SilELARHelp@duetsoftware.ca

Quit

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In the **Folders** list on the left side of the **Student Reports** window:

1. Select a folder of reports.
2. Click on the **Term 1** radio button. The student names should appear on the right side of the screen.
3. Click on a student's name to edit her ELAR report.



1. Fill in all areas indicated in red (see example below) and indicate whether continued ELL support is needed.
2. Check off the appropriate descriptors in the matrices – note there are separate tabs for Oral Language, Reading/Writing, and Further Development.
3. Notice that **Student List**, **Clear Checks**, and **Tools** can be found in the *menu bar* across the top of your OSX screen.
4. See “Many Ways of Saving...” page below.

SilhouetteELAR OSX Student List Clear Checks Tools

SilhouetteELAR - Student Reports

SilhouetteELAR - Student Report - Term 1: Victor Wong

< > Additional Comments Alternate Text Utilities View/Print Save Save, then EXIT EXIT

Victor Wong Classroom teacher: Burton, P. Division: 15

Current Levels
 Oral Language: Reading: Writing:
 Continued ELL support is needed
 No further ELL support is needed

Support: times per week
 ELL Centre: 0 In-Class: 0 Consultation: 0

Oral Language Reading/Writing Further Development

Level 1 - Emerging	Level 1 - Beginning	Level 2 - Developing	Level 3 - Expanding	Level 4 - Consolidating
<input type="checkbox"/> understands very little English	<input type="checkbox"/> understands simple words, phrases, sentences and instructions	<input type="checkbox"/> understands simple sentences in a conversation with repetition	<input type="checkbox"/> understands more complex sentences in a conversation with some repetition	<input type="checkbox"/> communicates effectively in social and classroom settings
<input type="checkbox"/> follows other students in class routines	<input type="checkbox"/> understands parts of simple oral lessons with support	<input type="checkbox"/> understands simple short oral lessons	<input type="checkbox"/> understands most content and academic language with support	<input type="checkbox"/> understands grade level academic content with minimal support
<input type="checkbox"/> -----	<input type="checkbox"/> communicates basic needs	<input type="checkbox"/> follows one direction at a	<input type="checkbox"/> follows a series of directions	<input type="checkbox"/> successfully follows

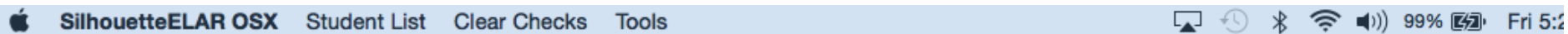
1. Add additional comments to your ELAR reports by clicking **Additional Comments**.
*Please see the separate instruction guide on **Additional Comments** to learn about the many features in this section. Please see the separate instruction guides for **Comment Bases** if you wish to use Comment Bases with your ELAR report.*
2. You can preview your ELAR report before printing by clicking **View/Print**.
*Please see the separate instruction guide **Printing ELAR Reports** to learn about printing features.*
3. Other menu items: the **Clear Checks** menu is easily understood. *Try it out on a 'practice' student file.*
4. In the **Tools** menu are **Rename Student** and **Delete Student File**. They are easily understood.
5. *Please see the separate instruction guides on SilhouetteELAR menu items for details about the **Alternate Text Utilities** and the **How to Clone ELAR** reports (**Clone Term 1** and **Clone Term 2** are found in the **Tools** menu but enabled only when editing Term 2 and Term 3 reports).*

The screenshot shows the SilhouetteELAR OSX application window. The menu bar at the top includes 'SilhouetteELAR OSX', 'Student List', 'Clear Checks', and 'Tools'. Below the menu bar, a student report form is displayed for 'Victor Wong'. The form includes a navigation bar with 'Additional Comments', 'Alternate Text Utilities', 'View/Print', 'Save', 'Save, then EXIT', and 'EXIT'. The student's name 'Victor Wong' is highlighted. The 'Classroom teacher' is 'Burton, P.' and the 'Division' is '15'. There are sections for 'Current Levels' (Oral Language, Reading, Writing) and 'Support: times per week' (ELL Centre, In-Class, Consultation). At the bottom, there are tabs for 'Oral Language', 'Reading/Writing', and 'Further Development', with a table of levels and descriptions.

Level 1 - Emerging	Level 1 - Beginning	Level 2 - Developing	Level 3 - Expanding	Level 4 - Consolidating
<input type="checkbox"/> understands very little English	<input type="checkbox"/> understands simple words, phrases, sentences and instructions	<input type="checkbox"/> understands simple sentences in a conversation with repetition	<input type="checkbox"/> understands more complex sentences in a conversation with some repetition	<input type="checkbox"/> communicates effectively in social and classroom settings
<input type="checkbox"/> follows other students in class routines	<input type="checkbox"/> understands parts of simple oral lessons with support	<input type="checkbox"/> understands simple short oral lessons	<input type="checkbox"/> understands most content and academic language with support	<input type="checkbox"/> understands grade level academic content with minimal support
<input type="checkbox"/> -----	<input type="checkbox"/> communicates basic needs	<input type="checkbox"/> follows one direction at a	<input type="checkbox"/> follows a series of directions	<input type="checkbox"/> successfully follows

Many Ways of Saving (and one way of not saving) Student Reports:

- Click on **Save** if you wish to save the report but do not wish to exit or move to another student file. Because of all the better options listed below you will rarely use this feature.
- Click on **Save, then Exit** when you have finished working on reports in this folder and want to return to **the Student Reports** window.
- When you click on **View/Print**, the student's report will be saved first automatically
- When you use the < or > buttons or the **Student List** dropdown to move to another student file, the student report will be saved first automatically.
- If you have made changes but do **not** wish to have them saved, click on **EXIT** and then select **No** when asked if you want to save the changes before exiting.



SilhouetteELAR - Student Reports

SilhouetteELAR - Student Report - Term 1: Victor Wong

< > Additional Comments Alternate Text Utilities View/Print Save Save, then EXIT EXIT

Victor Wong Classroom teacher: Burton, P. Division: 15

Current Levels
Oral Language: [] Reading: [] Writing: []

Continued ELL support is needed
 No further ELL support is needed

Support: times per week
ELL Centre: 0 In-Class: 0 Consultation: 0

Oral Language Reading/Writing Further Development

Level 1 - Emerging Level 1 - Beginning Level 2 - Developing Level 3 - Expanding Level 4 - Consolidating