

ISI Management System

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Entering the Management System



ISI Release 3.0 LAN Manager.Ink

1. At the desk top double click on the ISI Release 3.0 LAN Manager icon.



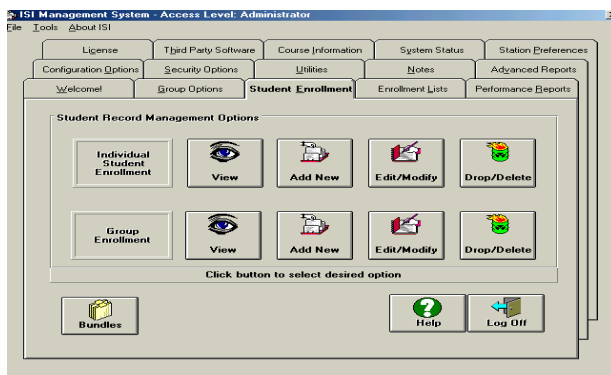
2. Your ID is 'admin.' At the password prompt type your password (isi).

Individual Student Enrollment

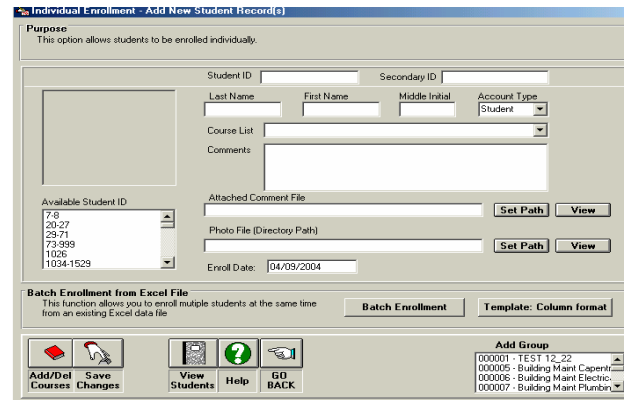
Selecting 'Student Enrollment' provides access to the student enrollment options



1. Click on the 'Student Enrollment' tab.



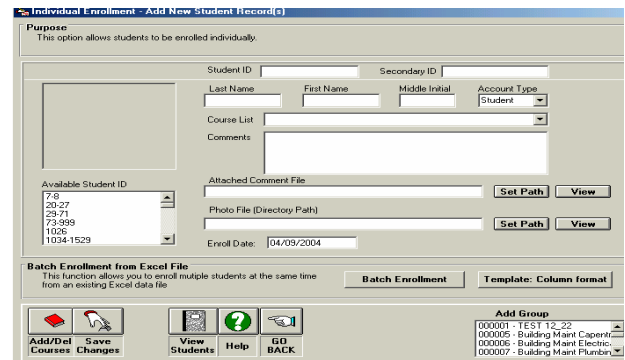
2. Click on the 'Add New' button to enroll students.



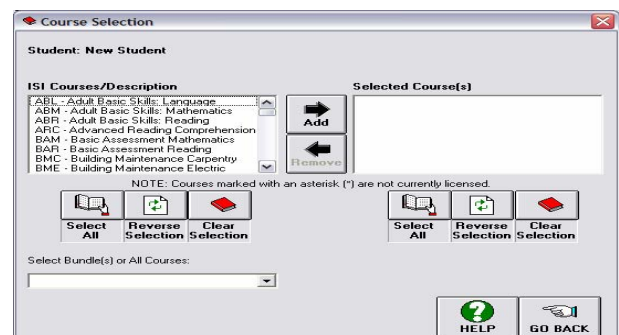
3. Click in the appropriate box to enter relevant student information:

- a. Student ID
- b. A Secondary ID (optional)
- c. Last Name
- d. First Name
- d. Middle Initial (optional)
- e. Account Type

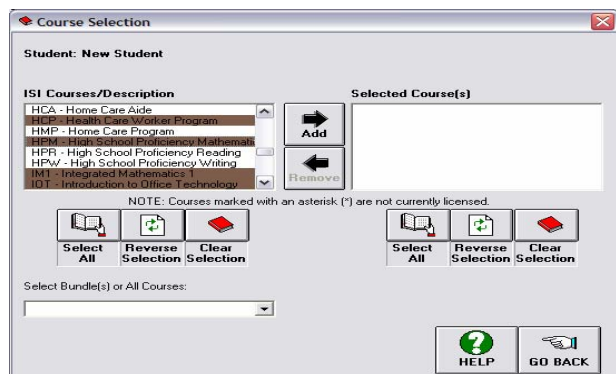
Adding Courses



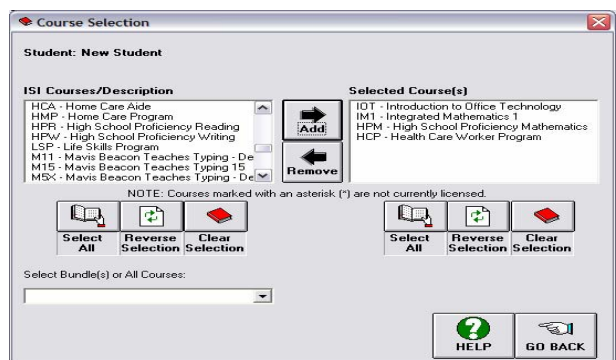
1. Click in the 'Course List' box or Click on the Add/Del Courses button found in the menu bar located at the lower left corner of the window.



2. Click on a course in the ISI Courses/Description box.

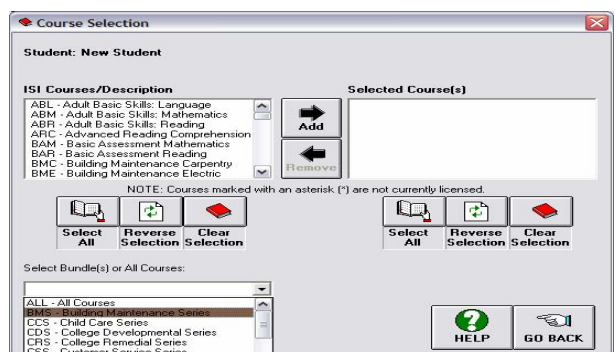


3. Once you have clicked and highlighted your course selection(s), click on the Add button to move your selection to the Selected Course/s box.



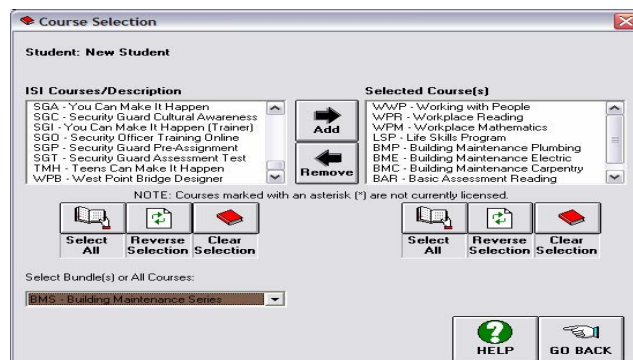
4. The course(s) you selected then appear(s) in the Selected Course(s) box.

Creating/Selecting Course Bundles

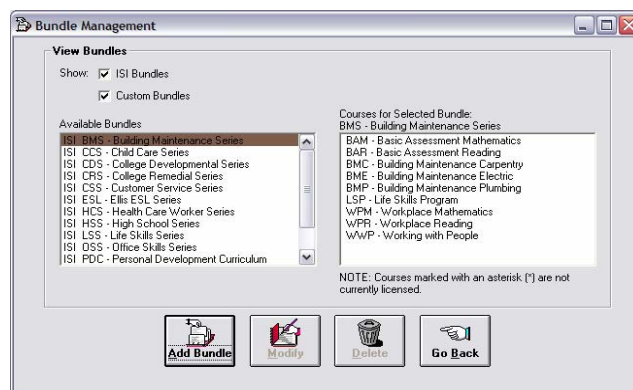


1. To select a full curriculum bundle rather than an individual course, click on the arrow of the Select Bundle(s) or All Courses box in the lower left corner of the Course Selection window.

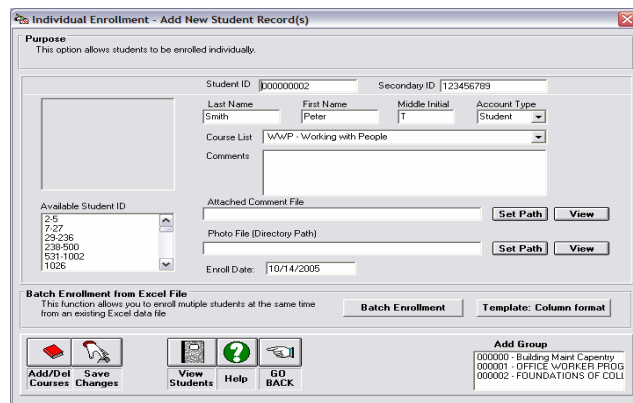
2. Click on the bundle of your choice to highlight it. Note that the courses that make up the bundle selected move to the Selected Course(s) box.



3. Note that the Bundle Management window allows you to create your own bundles. Access this window from the 'Student Enrollment' or 'Group Option' tab.



4. The courses the student was enrolled in now appear in the Course List box of the Individual Enrollment window when you return to it.



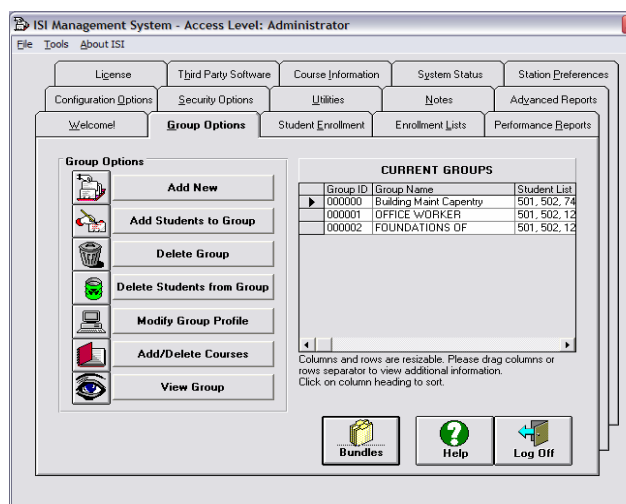
5. Important: Always click on the save button when you have made any modifications to the records.

Group Options

To add, modify, or delete multiple students in a group.



1. Click on the Group Options folder tab.



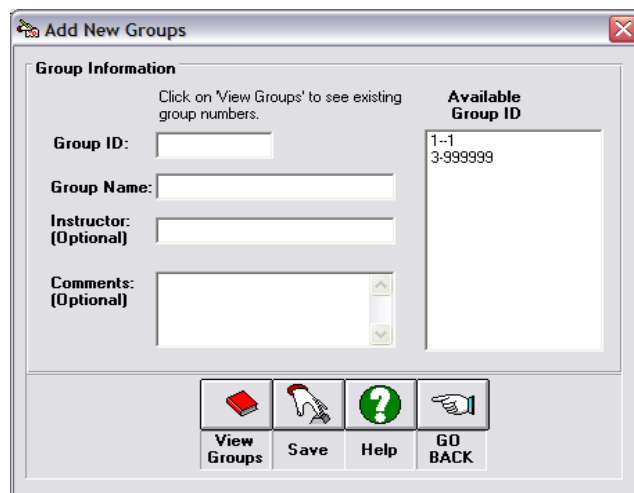
2. The 'Current Groups' information table, located in the right-center of the Group Options window, displays group ID numbers, group names, and a list of the student numbers in the group.

3. The 'Group Options' area of the window, located in the left-center of the window, allows the addition, deletion, modification and viewing of group information.

Add a New Group

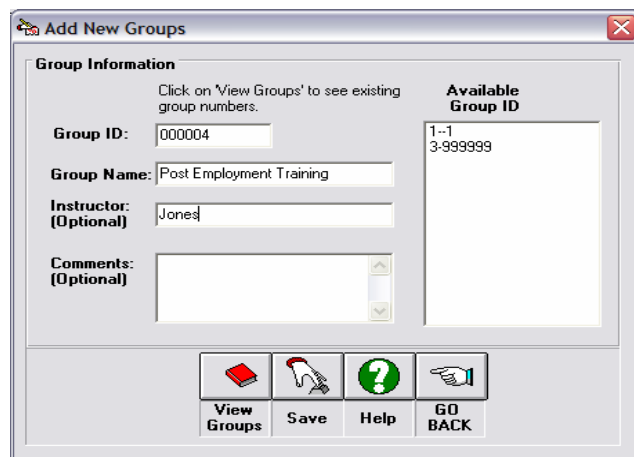
1. Click on the icon located to the left of the 'Add New' box. This will take you to the Group Information window.

2. Click in the Group ID box to key-in the new group number.



3. Then click in the Group Name box to key-in the new group name.

4. Continue the same process to add the name of the instructor and comments.

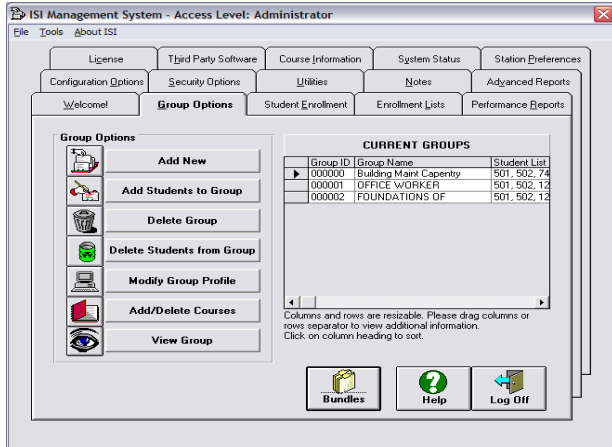


5. From the menu bar at the bottom of the window you can also:

- view existing group names and numbers
- Save any changes or additions that you made in this routine.

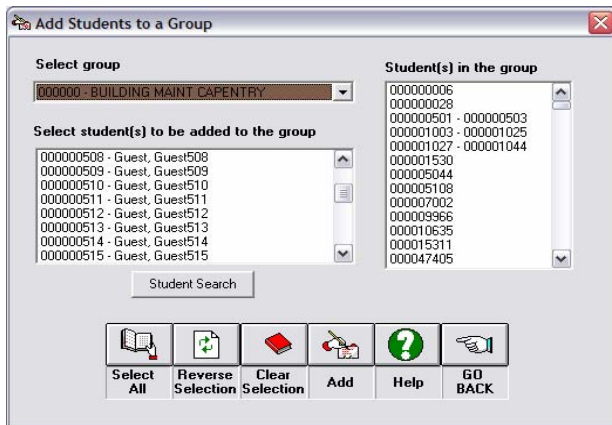
6. After clicking on the Save button, the Manager window confirms the change.

Add Students to a Group

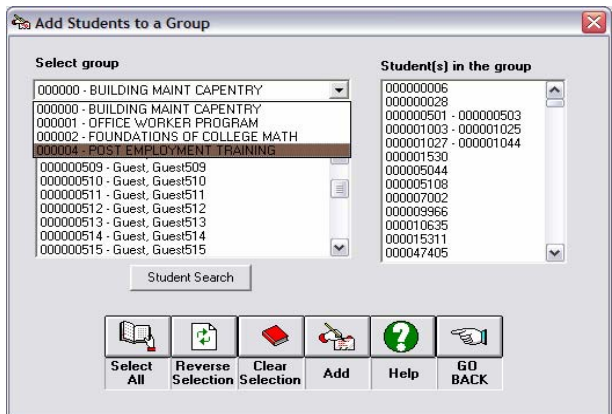


1. Click on the icon located to the left of the 'Add Students to Group' box.

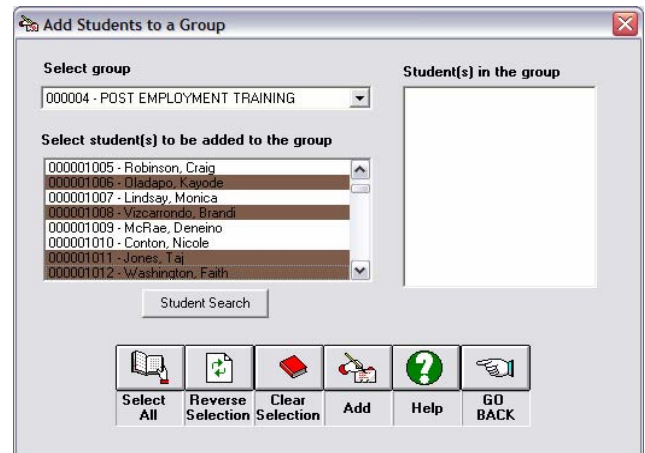
2. The 'Add Students to a Group' window opens.



3. Click on the arrow to the right of the 'Select group' box.



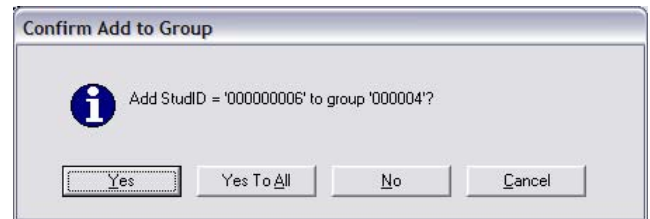
4. Click on the name of the group that you want to add students to.



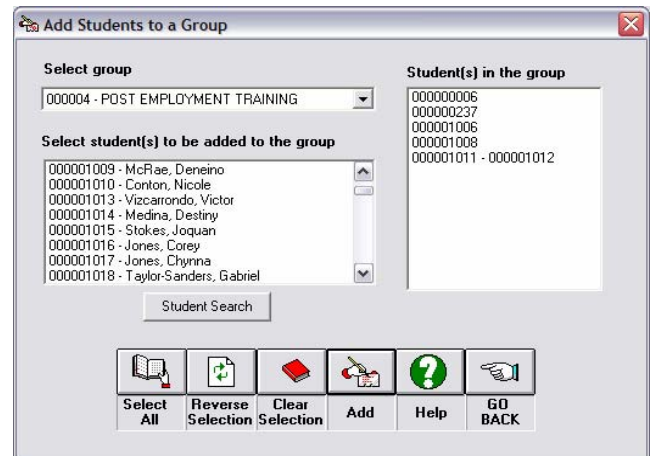
5. Then select (click on) the names of the students you want to add to the group.

6. Click on the 'Add' button to add the students to the group.

7. The Manager window opens to confirm the addition of these students to the group.

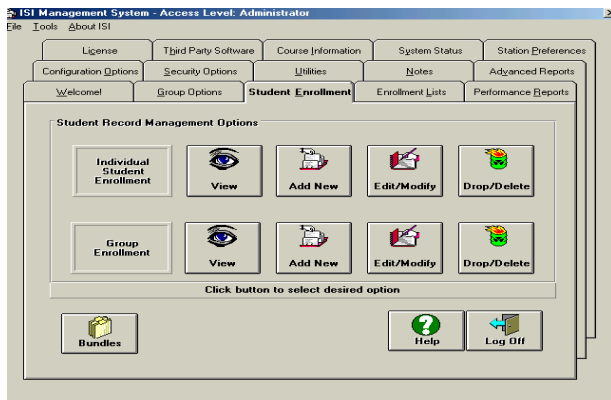


8. Click on Yes to complete the change.

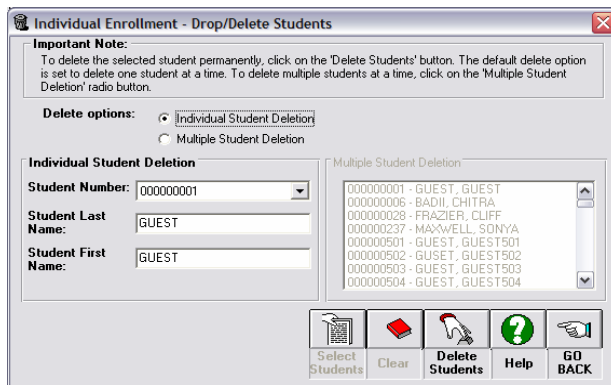


9. The students selected are now in the group.

Deleting Students

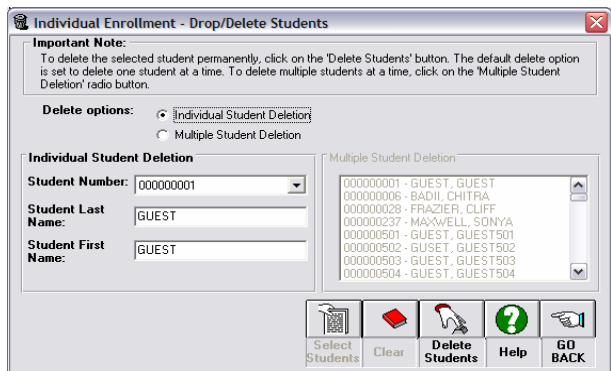


1. To drop or delete students, click on the Drop/Delete button in the Student Enrollment Folder.



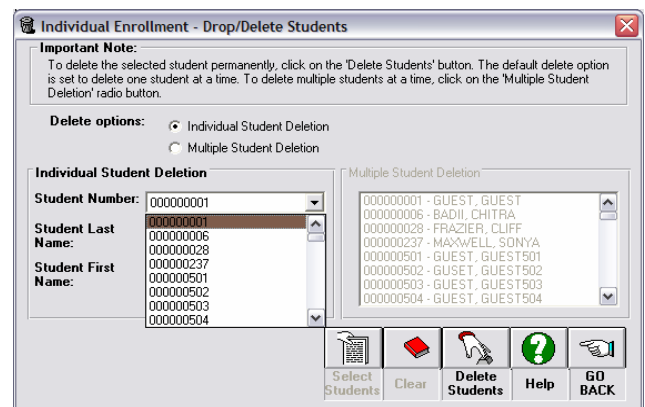
2. There are two deletion options available: Individual Student Delete or Multiple Student Delete. To make a selection, click on the option of your choice.

Deleting Individual Students

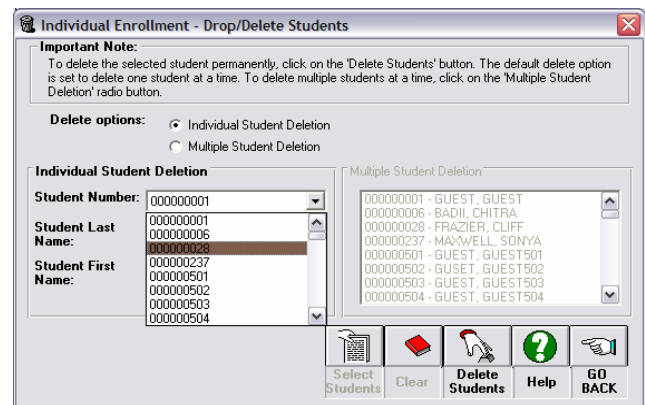


1. Click on the Individual Student Deletion option if it is not already highlighted.

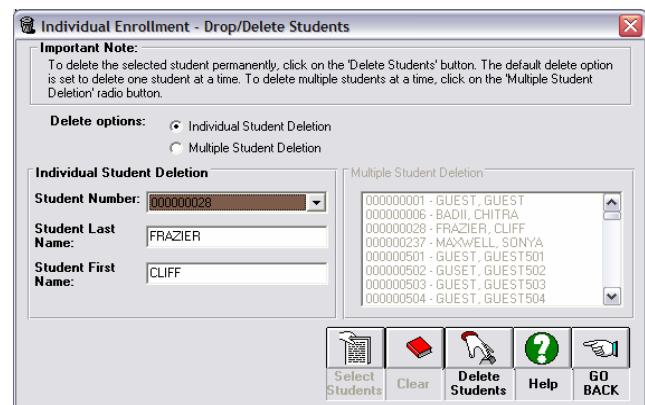
2. Next, click on the arrow to the right of the Student Number box to display currently active student numbers.

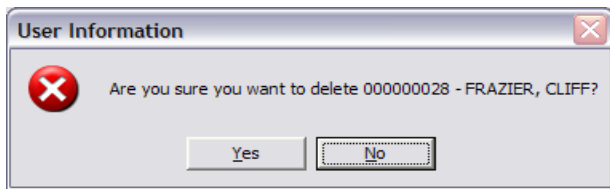


3. Select the student's number from the list and click on it.



4. When the student's name and number appear in the boxes, click on the Delete Students button from the menu bar at the bottom right of the window.



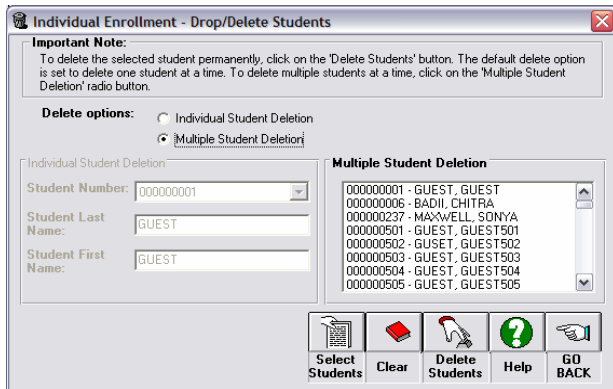


5. The Manager window opens to confirm your selection. Click on 'Yes' to complete the procedure

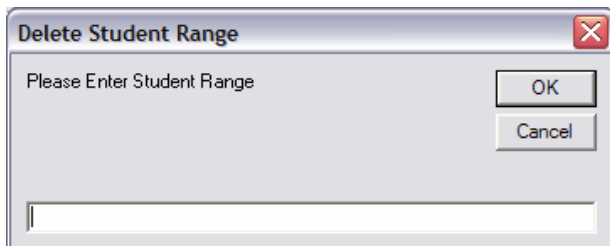
6. The OK button returns you to the 'Drop/Delete Students' window.



Deleting Multiple Students

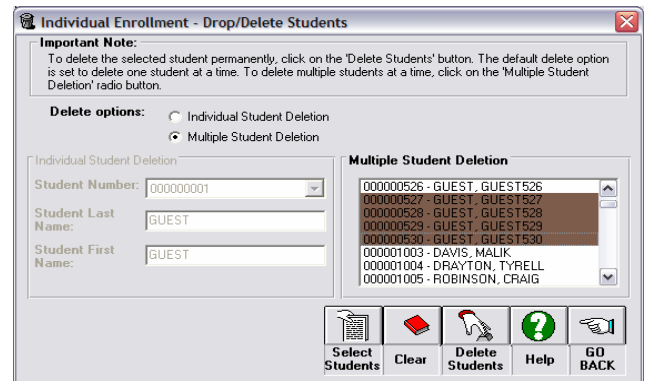


1. To delete several students at the same time click on the Multiple Student Deletion button. You may enter a range of student numbers for deletion

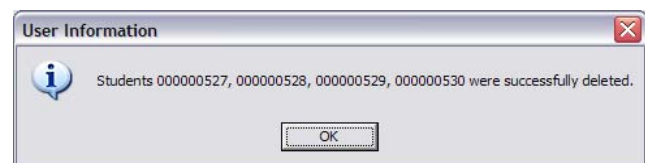
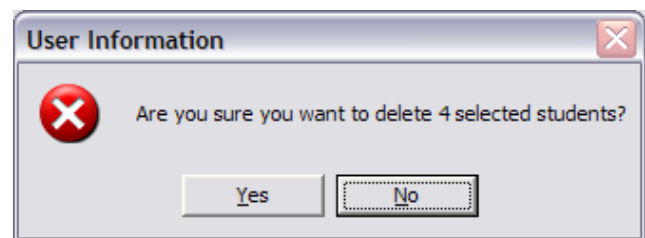


or make your selections using the Multiple Student Deletion box.

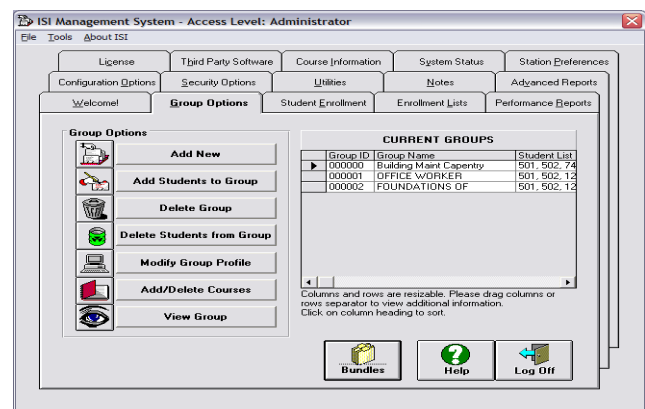
2. Click on the names or numbers of the students you wish to delete.



3. After the names are highlighted, click on the Delete Students button on the menu bar at the bottom of the screen. Follow the prompts to drop the students from the program.



Deleting Groups



1. Click on the button to the left of the Delete Group box in the Group Options Folder.

Delete Groups

Important Note:
To permanently delete the selected group, click the 'Delete Groups' button. By default, the delete option is set to delete one group at a time. To delete multiple groups at the same time, select the 'Multiple Groups Delete' radio button.

Individual Group Deletion

Group Number: 000000

Group Name: Building Maint Capentry

Enrolled Students: 6, 501, 502, 503, 1003, 1004, 1005, 1006, 1007

Delete options:
☒ Individual Group Delete
☐ Multiple Groups Delete

Buttons: Delete Groups, Help, GO BACK

Multiple Groups Deletion

000000 - Building Maint Capentry
 000001 - OFFICE WORKER PROGRAM
 000002 - FOUNDATIONS OF COLLEGE
 000004 - POST EMPLOYMENT TRAIN

2. At the bottom of the Delete Groups window are two deletion options: Individual Group Delete and Multiple Group Delete.

Deleting Individual Groups

Delete Groups

Important Note:
To permanently delete the selected group, click the 'Delete Groups' button. By default, the delete option is set to delete one group at a time. To delete multiple groups at the same time, select the 'Multiple Groups Delete' radio button.

Individual Group Deletion

Group Number: 000000

Group Name: Building Maint Capentry

Enrolled Students: 6, 501, 502, 503, 1003, 1004, 1005, 1006, 1007

Delete options:
☒ Individual Group Delete
☐ Multiple Groups Delete

Buttons: Delete Groups, Help, GO BACK

Multiple Groups Deletion

000000 - Building Maint Capentry
 000001 - OFFICE WORKER PROGRAM
 000002 - FOUNDATIONS OF COLLEGE
 000004 - POST EMPLOYMENT TRAIN

1. Click on Individual Group Delete.
2. Next, click on the arrow to the right of the box labeled Group Number.
3. Then, click on the group number you want.

Delete Groups

Important Note:
To permanently delete the selected group, click the 'Delete Groups' button. By default, the delete option is set to delete one group at a time. To delete multiple groups at the same time, select the 'Multiple Groups Delete' radio button.

Individual Group Deletion

Group Number: 000000

Group Name: 000000
 000001
 000002
 000004

Enrolled Students: 6, 501, 502, 503, 1003, 1004, 1005, 1006, 1007

Delete options:
☒ Individual Group Delete
☐ Multiple Groups Delete

Buttons: Delete Groups, Help, GO BACK

Multiple Groups Deletion

000000 - Building Maint Capentry
 000001 - OFFICE WORKER PROGRAM
 000002 - FOUNDATIONS OF COLLEGE
 000004 - POST EMPLOYMENT TRAIN

4. Once the group information is displayed, click on the Delete Groups button on the menu bar at the bottom right of the window.

Delete Groups

Important Note:
To permanently delete the selected group, click the 'Delete Groups' button. By default, the delete option is set to delete one group at a time. To delete multiple groups at the same time, select the 'Multiple Groups Delete' radio button.

Multiple Groups Deletion

Group Number: 000002

Group Name: FOUNDATIONS OF COLLEGE

Enrolled Students: 501, 502, 123456, 235681, 301075, 346748, 353335

Delete options:
☐ Individual Group Delete
☒ Multiple Groups Delete

Buttons: Delete Groups, Help, GO BACK

Individual Group Deletion

000000 - Building Maint Capentry
 000001 - OFFICE WORKER PROGRAM
 000002 - FOUNDATIONS OF COLLEGE
 000004 - POST EMPLOYMENT TRAIN

Deleting Multiple Groups

1. To delete multiple groups, select the Multiple Group Delete option and then select the groups that you want deleted.

Delete Groups

Important Note:
To permanently delete the selected group, click the 'Delete Groups' button. By default, the delete option is set to delete one group at a time. To delete multiple groups at the same time, select the 'Multiple Groups Delete' radio button.

Multiple Groups Deletion

Group Number: 000000

Group Name: Building Maint Capentry

Enrolled Students: 6, 501, 502, 503, 1003, 1004, 1005, 1006, 1007

Delete options:
☐ Individual Group Delete
☒ Multiple Groups Delete

Buttons: Delete Groups, Help, GO BACK

Individual Group Deletion

000000 - Building Maint Capentry
 000001 - OFFICE WORKER PROGRAM
 000002 - FOUNDATIONS OF COLLEGE
 000004 - POST EMPLOYMENT TRAIN

Note: The Manager will always require you to confirm your selections prior to completing the procedure.

User Information

Are you sure you want to delete selected group(s)?

Buttons: Yes, No

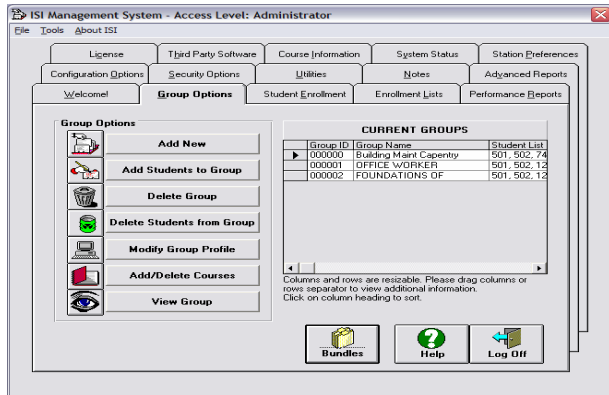
User Information

Group 000004 - POST EMPLOYMENT TRAINING successfully deleted!

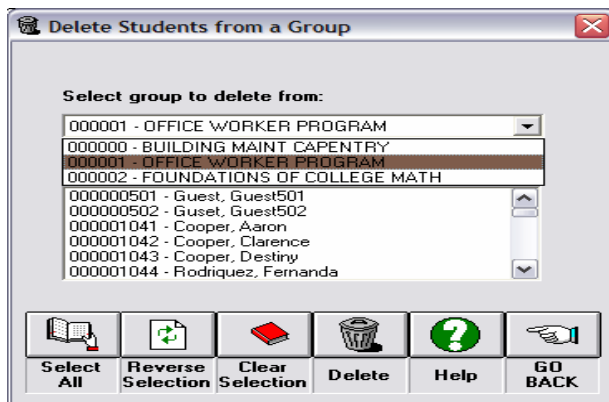
Buttons: OK

Deleting Students from a Group

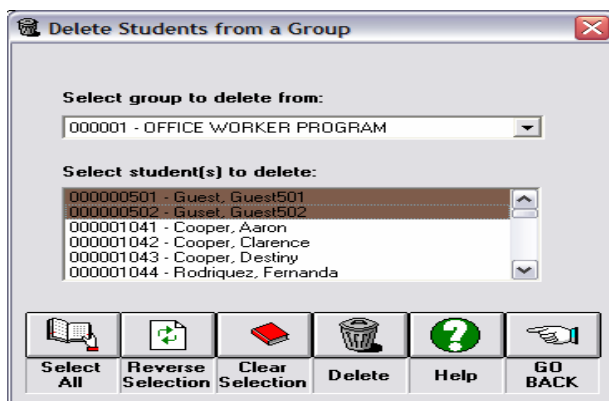
1. Under the Group Options tab, click on the button to the left of the 'Delete Students from Group' button.



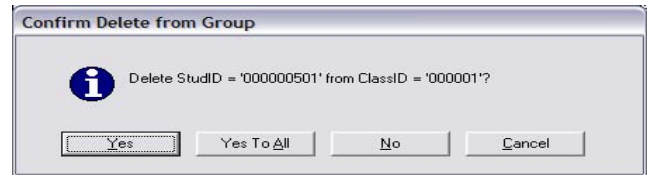
2. Select the group that you are going to delete students from.



3. Then select the students you want to remove.



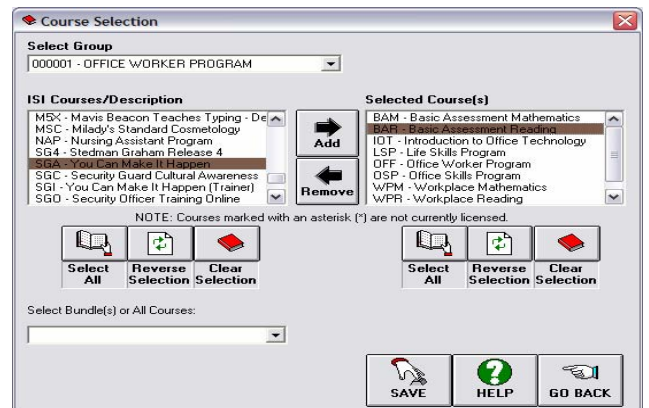
4. After you've completed your selections, click on the 'Delete' button. As always, the Manager will require that you confirm your selections.



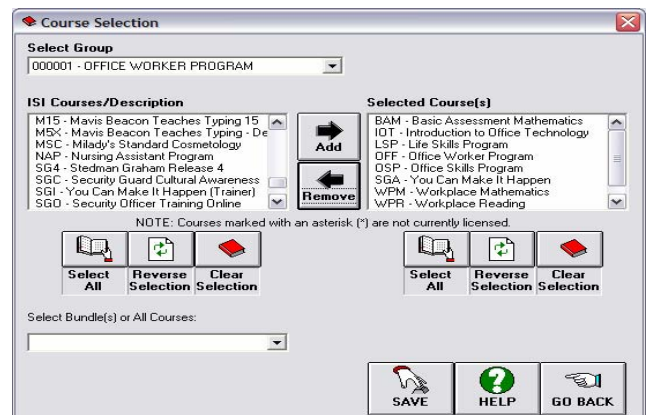
Managing Group Course Enrollments

The 'Add/Delete Courses' feature contained in Group Options allows you to manage the courses students are enrolled in at the group level.

1. Click on the button to the left of the 'Add/Delete Courses' button.
2. Once you have selected your group, highlight (click on) the courses you want to add and/or delete.



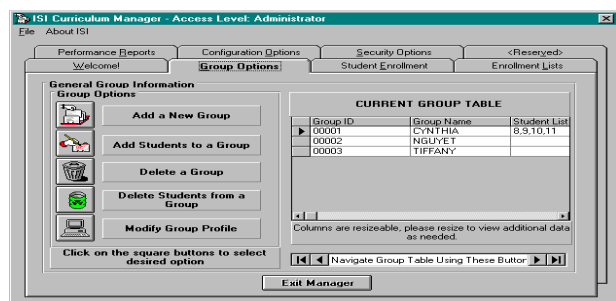
3. Process your changes by clicking on the 'Add' and/or 'Remove' button(s).



Note: The Selected Course(s) window will only displace those courses that were added using the Group Options feature. Courses added with individual enrollments will not be affected.

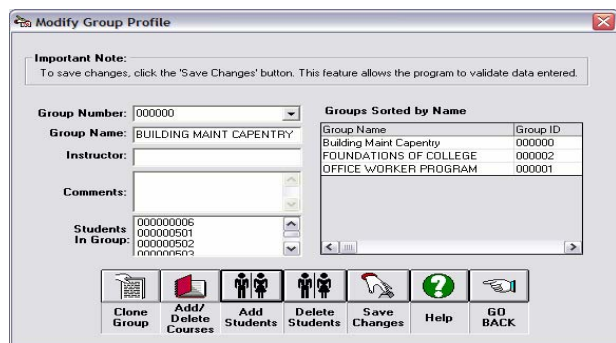
Modifying Group Profiles

This Modify Group Profile feature allows you to manage groups on a holistic basis. Many of the aforementioned features—i.e. adding/deleting students/courses—can be accomplished here. In addition, existing groups can be renamed, cloned, etc.

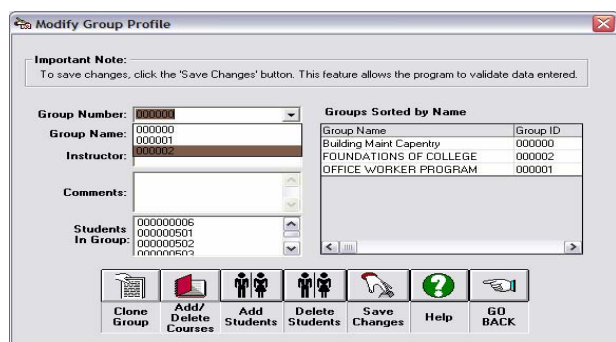


To rename, clone, and/or alter the description of existing groups . . .

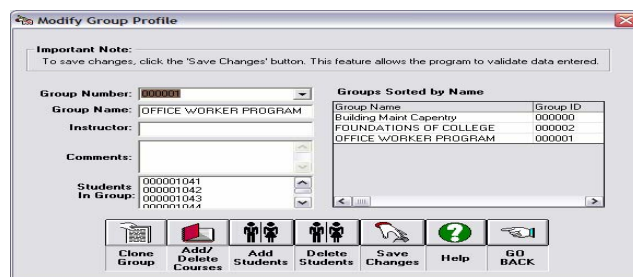
1. Click on the button to the left of the Modify Group Profile box in the Group Options folder.



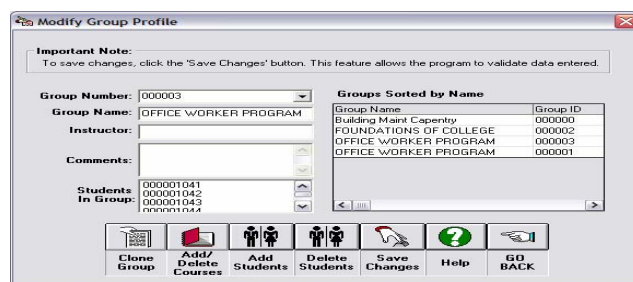
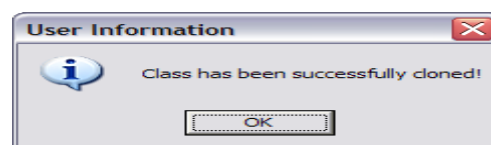
2. Click on the arrow to the right of the Group Number box to identify the group to be renamed, cloned, etc.



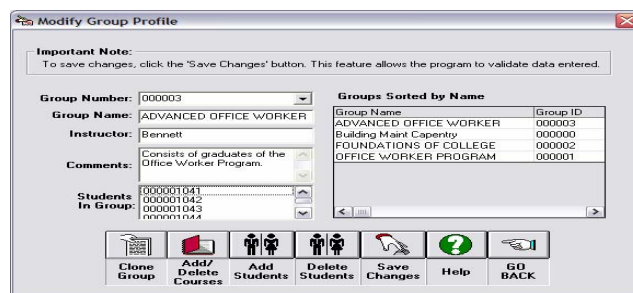
3. To clone your selection, click on the Clone Group button located in the menu bar displayed at the bottom of the window.



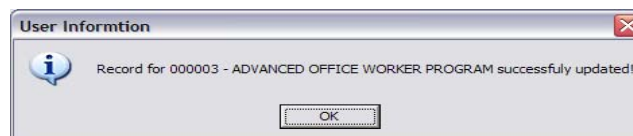
Note: You will be prompted to select a group number for the new group you are creating. The Manager will respond by verifying the outcome.



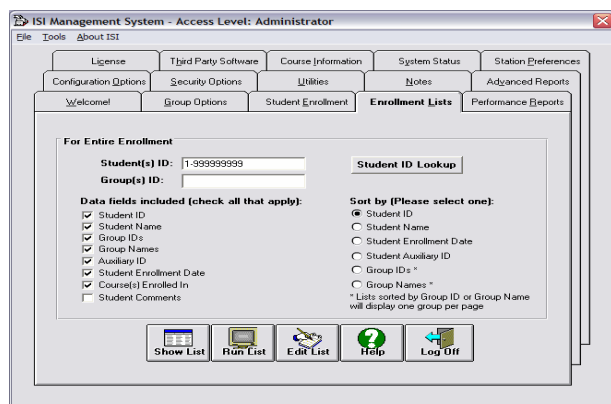
4. To rename or otherwise modify a group's profile, i.e. the group name, instructor and/or comments, click on the relevant box to type in your changes.



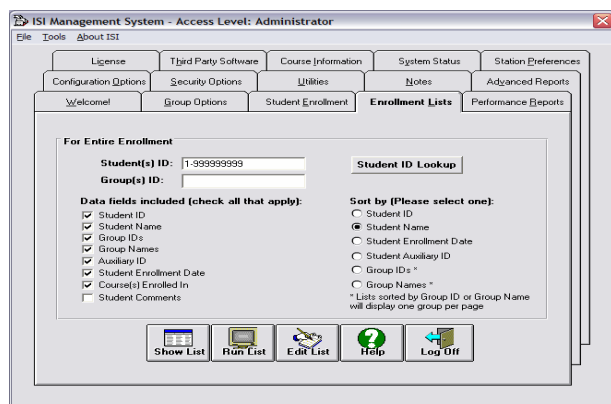
5. Be sure to click on the SAVE CHANGES button to assure the changes are saved.



Lists Routine



1. To run a list of students, select the 'Enrollment Lists' folder.
2. Select the list format you want by clicking on the appropriate buttons. For example, you may sort by student name/ID, by group name/ID, etc.



3. After you have made your selection, click on the Run List button to get the list.

Group ID	Group Name	Student ID	Auxiliary ID	Student Name	Enrollment Date	Courses
000000	Building Maint Capacity	1034	NA	Abanwa, Ese	1/21/04	IoT
000000	Building Maint Capacity	1035	NA	Abanwa, Kevwe	1/21/04	IoT
000000	Building Maint Capacity	783489	NA	Aboubacar, Kaba	6/3/04	BAM, BAR, CIR, DOT, LSP, OFF, OSP, WPL, WPE, WWP
000001	OFFICE WORKER PROGRAM	783489	NA	Aboubacar, Kaba	6/3/04	BAM, BAR, CIR, DOT, LSP, OFF, OSP, WPL, WPE, WWP
000002	FOUNDATIONS OF COLLEGE MATH	783489	NA	Aboubacar, Kaba	6/3/04	BAM, BAR, CIR, DOT, LSP, OFF, OSP, WPL, WPE, WWP
000003	ADVANCED OFFICE WORKER PROGRAM	783489	NA	Aboubacar, Kaba	6/3/04	BAM, BAR, CIR, DOT, LSP, OFF, OSP, WPL, WPE, WWP
000000	Building Maint Capacity	332303	NA	Abraham, Elizabeth	10/20/03	IoT, NAP

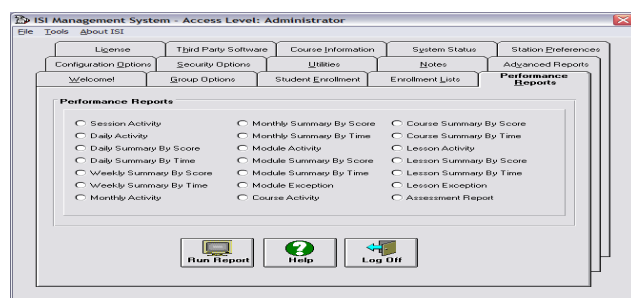
4. Lists can also be viewed using the Show List option. You must however use the Run List option to print your lists.

Group ID	Group Name	Student ID	Student Name	Auxiliary ID
000000	Building Maint Capar	000001034	Abanwa, Ese	
000000	Building Maint Capar	000001035	Abanwa, Kevwe	
000001	OFFICE WORKER F	000783489	Aboubacar, Kaba	
000002	FOUNDATIONS OF	000783489	Aboubacar, Kaba	
000003	ADVANCED OFFICE	000783489	Aboubacar, Kaba	
000000	Building Maint Capar	000783489	Aboubacar, Kaba	
000000	Building Maint Capar	000332303	Abraham, Elizabeth	
000000	Building Maint Capar	000867398	Abreu, Jennifer	
000003	ADVANCED OFFICE	000867398	Abreu, Jennifer	
000001	OFFICE WORKER F	000867398	Abreu, Jennifer	
000001	OFFICE WORKER F	000810005	Acosta, Altagracia	
000002	FOUNDATIONS OF	000910005	Acosta, Altagracia	

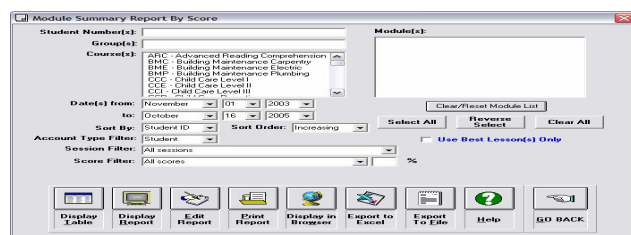
Note: The Edit List feature exports the data to a text file.

Group ID	Group Name	Student ID	Auxiliary ID	Student Name	Enrollment Date	Courses
000000	Building Maint Capacity	1034	NA	Abanwa, Ese	1/21/04	IoT
000000	Building Maint Capacity	1035	NA	Abanwa, Kevwe	1/21/04	IoT
000000	Building Maint Capacity	783489	NA	Aboubacar, Kaba	6/3/04	BAM, BAR, CIR, DOT, LSP, OFF, OSP, WPL, WPE, WWP

Running Performance Reports



1. Select the type of report desired. Then click the 'Run Report' button.



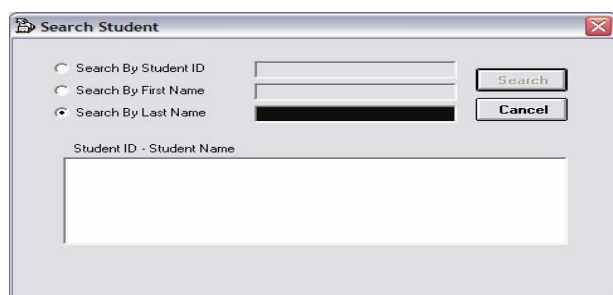
2. Identify the parameters and filters you prefer.

3. You may review students' performance data in table, browser, and/or report format(s). You can also export the data to an Excel or text file, as well as prepare the report format for editing.

Note: Samples of lists and performance and advanced reports are outlined in Part II of this handbook.

Search Option

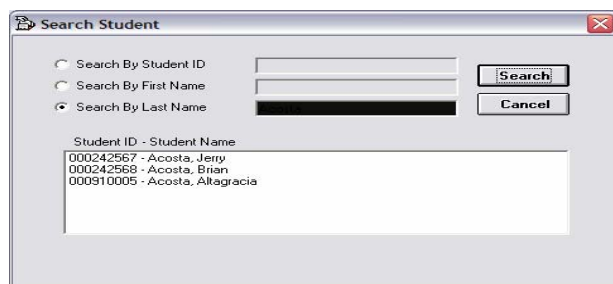
To search for enrollees by ID number, last name or first name



The 'Search Student' dialog box has three radio buttons for search criteria: 'Search By Student ID', 'Search By First Name', and 'Search By Last Name'. The 'Search By Last Name' option is selected. There are input fields for each criterion. A 'Search' button and a 'Cancel' button are on the right. Below the search options is a list box labeled 'Student ID - Student Name' which is currently empty.

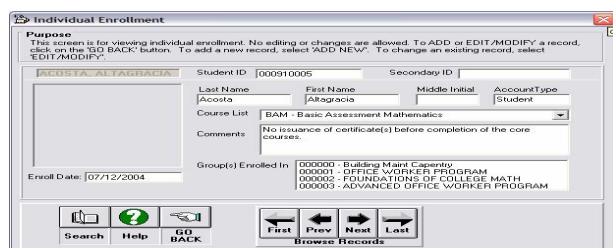
Note: The Search Student tool can be accessed from the Student Enrollment tab using the 'View' or 'Edit/Modify' features of 'Individual Student Enrollment.'

1. Click on the Search button from the Menu Bar located at the bottom of the Enrollment window.
2. Select the search format to be used—i.e. by Student ID, First Name or Last Name.
3. Input the required information. Click the 'Search' button located on the right side of the 'Search Student' window. *Note that all records meeting the specified search condition will be displayed.*

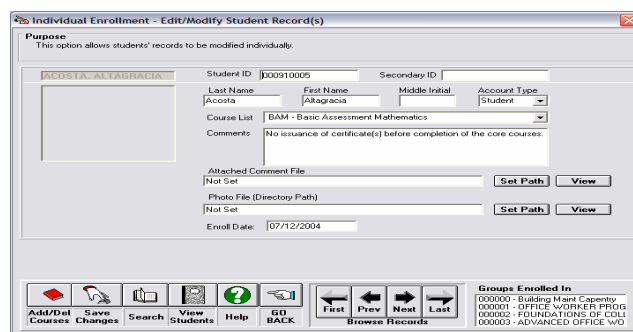


The 'Search Student' dialog box shows the same search criteria as before. The 'Search By Last Name' option is still selected. The 'Student ID - Student Name' list box now contains three entries: '000242567 - Acosta, Jerry', '000242568 - Acosta, Brian', and '000910005 - Acosta, Altigracia'.

Note: Double clicking on the student's ID number and full name appearing in the large box will take you to the corresponding student view or edit/modify record.



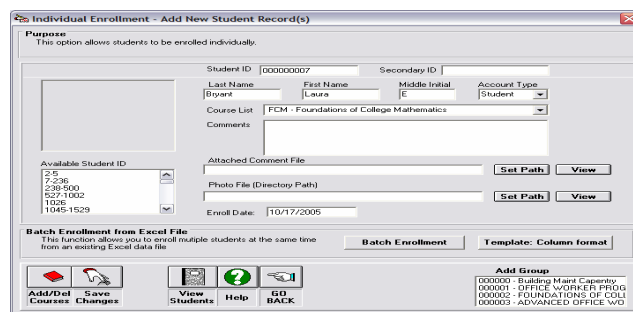
The 'Individual Enrollment' window displays the details for student '000910005 - Acosta, Altigracia'. It includes fields for Last Name, First Name, Middle Initial, and Account Type. The Course List is 'BAM - Basic Assessment Mathematics'. The Comments field contains 'No issuance of certificate(s) before completion of the core courses.' The Enroll Date is '07/12/2004'. At the bottom, there is a 'Group(s) Enrolled In' section listing '000000 - Building Maint Capacity', '000001 - OFFICE WORKER PROGRAM', '000002 - FOUNDATIONS OF COLLEGE MATH', and '000003 - ADVANCED OFFICE WORKER PROGRAM'. Navigation buttons like 'First', 'Prev', 'Next', 'Last', and 'GO BACK' are at the bottom.



The 'Individual Enrollment - Edit/Modify Student Record(s)' window shows the same student details as the previous window. It includes fields for Student ID, Secondary ID, Last Name, First Name, Middle Initial, and Account Type. The Course List is 'BAM - Basic Assessment Mathematics'. The Comments field contains 'No issuance of certificate(s) before completion of the core courses.' The Enroll Date is '07/12/2004'. At the bottom, there is a 'Group(s) Enrolled In' section listing '000000 - Building Maint Capacity', '000001 - OFFICE WORKER PROGRAM', '000002 - FOUNDATIONS OF COLLEGE MATH', and '000003 - ADVANCED OFFICE WORKER PROGRAM'. Navigation buttons like 'First', 'Prev', 'Next', 'Last', and 'GO BACK' are at the bottom.

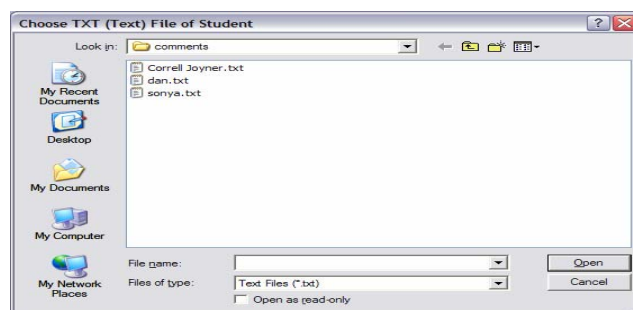
Attaching Text Files

The 'Attach Comment File' feature of the Manager can be used to store additional student specific information. These text files can be created with either '.doc' or '.txt' extensions. The extension used will be determined by the word processor you use.



The 'Individual Enrollment - Add New Student Record(s)' window shows the same student details as the previous window. It includes fields for Student ID, Secondary ID, Last Name, First Name, Middle Initial, and Account Type. The Course List is 'FCM - Foundations of College Mathematics'. The Comments field contains 'No issuance of certificate(s) before completion of the core courses.' The Enroll Date is '10/17/2005'. At the bottom, there is a 'Group(s) Enrolled In' section listing '000000 - Building Maint Capacity', '000001 - OFFICE WORKER PROGRAM', '000002 - FOUNDATIONS OF COLLEGE MATH', and '000003 - ADVANCED OFFICE WORKER PROGRAM'. Navigation buttons like 'First', 'Prev', 'Next', 'Last', and 'GO BACK' are at the bottom.

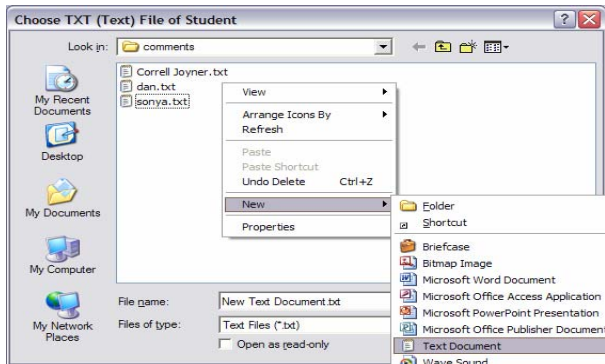
1. To open the 'Choose TXT (Text) File of Student' window, click on the 'Set Path' button positioned to the right of the 'Attached Comment File' box. (This box is located in the lower portion of the Individual Enrollment window.)



The 'Choose TXT (Text) File of Student' dialog box shows a file explorer view. The 'Look in' field is set to 'comments'. The file list contains 'Correll Joyner.txt', 'dan.txt', and 'sonya.txt'. The 'File name' field is empty. The 'Files of type' dropdown is set to 'Text Files (*.txt)'. The 'Open' button is highlighted.

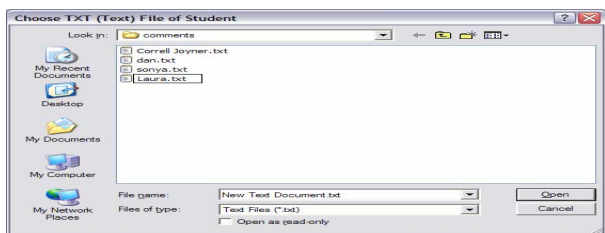
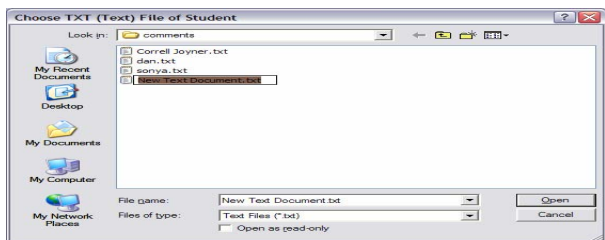
2. Point to any unused space on the window's pad. Use your right mouse button to establish the path for that student's comment file. An options menu will appear.

3. To create the comment file, click on 'New' in the options menu. Then click on 'Text Document.'

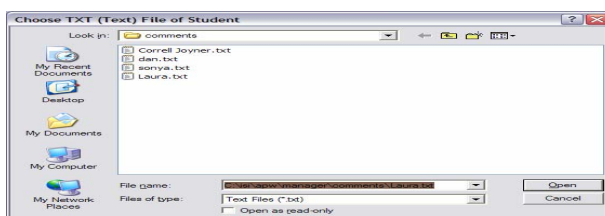
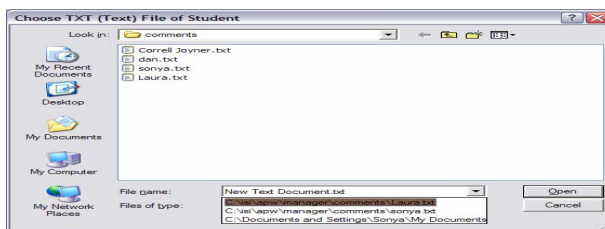


4. For ease of identification, you may rename the 'New Text Document.txt' file that appears.

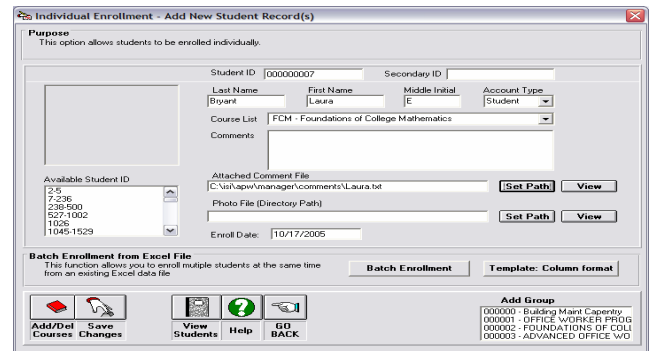
Be sure (a) to end your new file name with the appropriate file extension, i.e. '.txt' or '.doc.'



Ensure that the renamed file appears in the 'File name' box located at the bottom of the window.



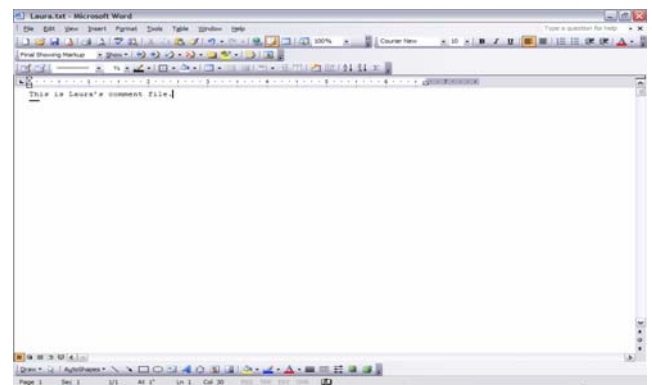
5. Click on the OPEN button located to the right of the 'File name' box. The name of the student's comment file has been established and its path will now appear in the 'Attached Comment File' box.



The default path for student comment folders is: c:\apw\manager\comments.

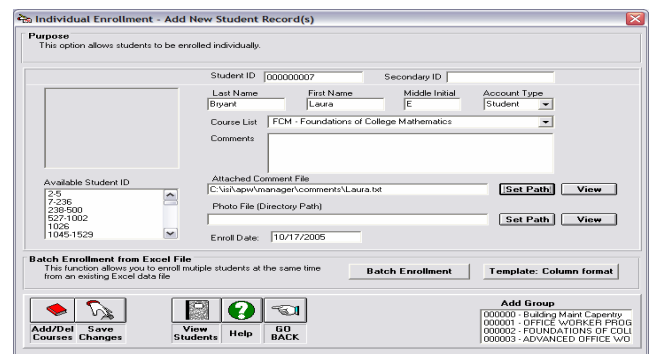
6. Click on 'Save Changes.'

7. Click on the 'View' button to the right of the 'Attach Comment File' box to access the comment file.



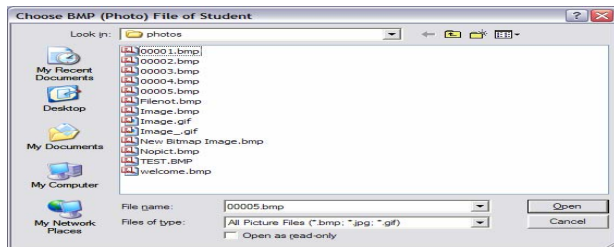
Attaching Photos

The process for attaching photos is similar to that of attaching comment files.



1. Click on the 'Set Path' button to the right of the 'Photo File (Directory Path)' box.
2. Identify the path for that student's photo file in the Choose BMP (Photo) File of Student window.

Your photo can have any one of the following file extensions: '.bmp,' '.gif,' or '.jpg.'



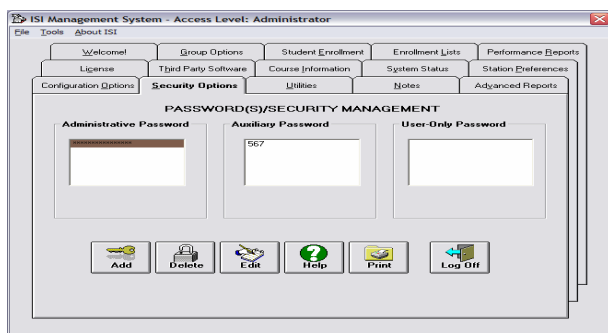
3. Click on the 'OPEN' button located to the right of the 'File name' box. The photo will now appear in the student's Individual Enrollment file.



The default path for photo files is C:\isl\apw\manager\photo. Note that when attaching photos, the image to be used must be readily accessible.

4. Be sure to click on 'Save Changes.'

Passwords/Security Management



The Manager has a three-tier security management system.

Tier 1: Administrative Password

Generally, administrators have access to all student records and management system functions.

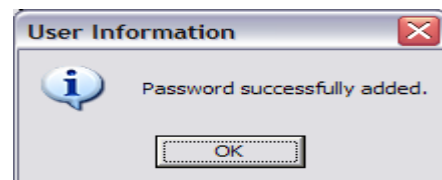
1. To add a new administrative password, click on the Add button at the bottom left of the window.



2. Click on the arrow to the right of the Password Type box to select Password Type 'ADM.'

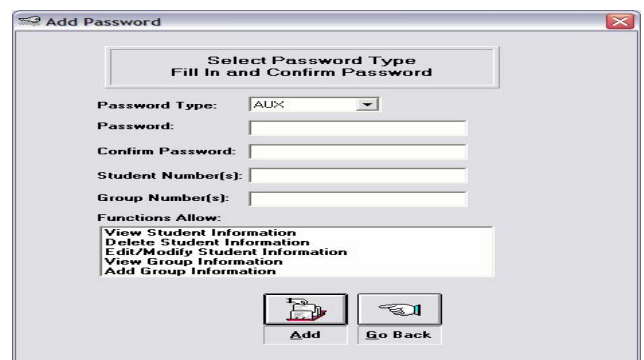
3. Type in and confirm the new password. *Note that the password is echoed to the screen as ***** for security purposes.*

4. Click on the 'Add' button to complete the transaction.



Tier 2: Auxiliary Passwords

Auxiliary Passwords are used to provide users access to a specified range of student and/or group numbers, and management system functions.



1. Select the AUX Password Type to bring up the Auxiliary Password window.
2. In the relevant boxes, type in and confirm the password, as well as the student and group numbers this auxiliary user will have access to.
3. Be sure to highlight all system functions that the auxiliary user will be allowed to activate.
4. Click the 'Add' button to complete the transaction.

Tier 3: User-Only Password

User-Only Passwords are generally used to allow students to view their student information only.

1. Select the USR Password Type to bring up the User-Only Password window.
2. In the relevant boxes, type in and confirm the password. In the 'Student' box, highlight the student's ID number and name.
3. Be sure to highlight the system functions the student will have access to. This is generally limited to viewing their specific information.
4. Click the 'Add' button to complete the transaction.

Deleting Passwords

To delete administrative, auxiliary and user-only passwords, highlight the password marked for deletion and click on the Delete button. You will be taken to the relevant subsidiary window. Follow the prompts provided, clicking 'Delete' to complete the transaction.

Configuration Options

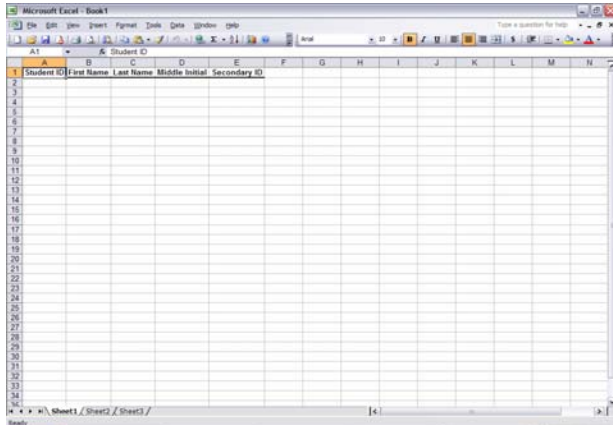
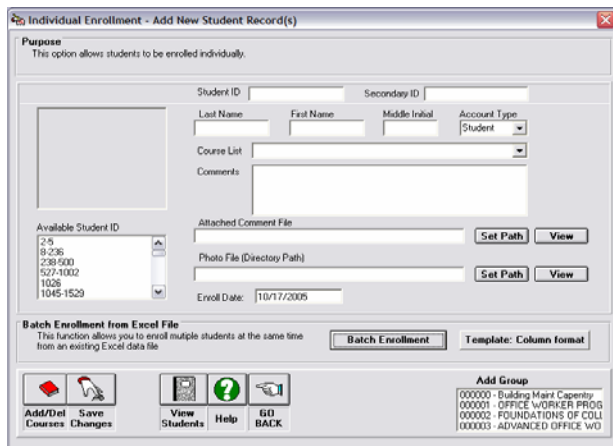
Go to the 'Configuration Options' folder to specify the word processor, web browser and image editing program to use for purposes of viewing, editing and reporting of management system data. Click on the options that apply. The manager will establish the appropriate File Paths automatically.

Be sure each to save each of your selections. Click 'OK' to complete the process.

Other Special Features

Batch Enrollment

This feature facilitates the batch enrollment of students. Use the template provided to create an excel file that will be uploaded into the system. When setting up your excel file, be sure to only use those student ID numbers that are available.



Course Information

Course Information provides detailed information on the design of each course. Outlined therein are the lesson topics contained in each module and the number of exercises that comprise each lesson's end test.

Course Information

Report Date: 10/17/05

Course(s): BMC

Module Code	Lesson Code	Exercise Count
Module Title	Lesson Title	Lesson (Module)

BMC Building Maintenance Carpentry

Module: A

Lesson: M

Exercises: 208

C1 Basic Tools

C101 Measuring Tools	5 (64)
C102 Levels	2
C103 Hammers	3
C104 Screwdrivers	4
C105 Saws	3
C106 Chisels	6
C107 Raps and Files	3
C108 Prybar	2
C109 Wrenches	2
C110 Pliers	3
C111 Champs	2
C112 Circular Saw	2
C113 Saber Saw	2
C114 Electric Router	2
C115 Sanders	2
C116 Electric Drill	2
C117 Other Equipment	2
C118 Nails and Screws	9

C2 Safety

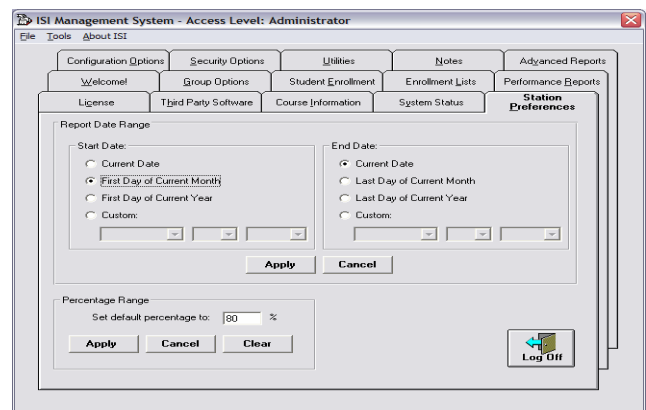
C201 General Safety Rules	7 (7)
---------------------------	-------

C3 Skills

C301 Measure	14 (70)
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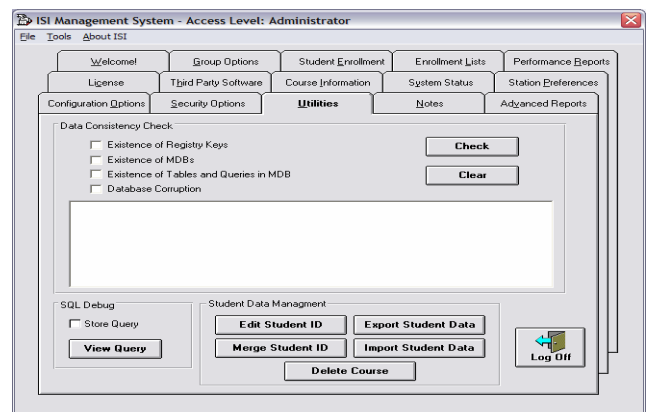
Station Preferences

Use 'Station Preferences' to reset the following performance report parameters: the date range and the session score filter.



Utilities

Use 'Utilities' to perform the following operations: (1) edit student ID numbers, (2) export/import student data to/from other ISI Management Systems; and (3) consolidate student performance data contained under different IDs into one merged database.



ENROLLMENT LISTS

General Description

The ENROLLMENT LISTS Report shows basic enrollment information including Student ID and Group ID numbers, Auxiliary ID, student and group names, enrollment date, and the courses in which the student has been enrolled.

Sorts

By Student ID
By Student Name
By Student Enrollment Date
By Student Auxiliary ID
By Group IDs
By Group Names

The screenshot displays the 'ISI Management System - Access Level: Administrator' window. The 'Enrollment Lists' tab is selected, showing options for filtering and sorting enrollment data. The 'For Entire Enrollment' section includes input fields for 'Student(s) ID' (containing '1-999999999') and 'Group(s) ID', along with a 'Student ID Lookup' button. Below these are two columns of checkboxes for 'Data fields included' and radio buttons for 'Sort by'. The 'Data fields included' list has checkboxes for Student ID, Student Name, Group IDs, Group Names, Auxiliary ID, Student Enrollment Date, Course(s) Enrolled In, and Student Comments, all of which are checked. The 'Sort by' list has radio buttons for Student ID, Student Name, Student Enrollment Date, Student Auxiliary ID, Group IDs *, and Group Names *, with 'Group Names *' selected. A note at the bottom right states: '* Lists sorted by Group ID or Group Name will display one group per page'. At the bottom of the window are five buttons: 'Show List', 'Run List', 'Edit List', 'Help', and 'Log Off'.

ISI Management System - Access Level: Administrator

File Tools About ISI

License Third Party Software Course Information System Status Station Preferences

Configuration Options Security Options Utilities Notes Advanced Reports

Welcome! Group Options Student Enrollment **Enrollment Lists** Performance Reports

For Entire Enrollment

Student(s) ID: 1-999999999 Student ID Lookup

Group(s) ID:

Data fields included (check all that apply):

- ☒ Student ID
- ☒ Student Name
- ☒ Group IDs
- ☒ Group Names
- ☒ Auxiliary ID
- ☒ Student Enrollment Date
- ☒ Course(s) Enrolled In
- ☐ Student Comments

Sort by (Please select one):

- ☐ Student ID
- ☐ Student Name
- ☐ Student Enrollment Date
- ☐ Student Auxiliary ID
- ☐ Group IDs *
- ☒ Group Names *

* Lists sorted by Group ID or Group Name will display one group per page

Show List Run List Edit List Help Log Off

Sample ENROLLMENT LIST Report Sorted by Student ID

ISI Management System - Enrollment List Sorted By Student ID						
Report Date:		October 05, 2005				
Student Number(s):		1-999999999				
Group ID	Group Name	Student ID	Auxiliary ID	Student Name	Enrollment Date	Courses
NA	NA	1	NA	Guest, Guest	5/5/05	BAM, BAR, BMC, BME, BMP, CCC, CCE, CDM, CDR, CDW, CRM, CRR, CRW, CSR, FCM, HCP, HPM, HPR, HPW, LSP, NAP, SGI, SGO, SGT, WPM, WPR, WWP
000000	Building Maint Capentry	6	NA	Badii, Chitra	4/17/03	BAM, BAR, BMC, BME, BMP, CCC, CCE, CDM, CDR, CRM, CRR, CRW, CSR, ELI, ELM, ELP, ELR, ELS, ELU, FCM, GED, HCA, HCP, HPM, HPR, HPW, IM1, IOT, LSP, MSC, NAP
000000	Building Maint Capentry	28	NA	Frazier, Cliff	2/26/03	BAM, BAR, BMC, BME, BMP, CCC, CCE, CRM, CRR, CRW, CSR, ELI, ELM, ELP, ELR, ELS, ELU, FCM, GED, HCP, HPM, HPR, HPW, IM1, IOT, LSP, MSC, NAP, OFF, OSP,
NA	NA	237	NA	Maxwell, Sonya	9/16/04	ABL, ABM, ABR, ARC, BAM, BAR, BMC, BME, BMP, CCC, CCE, CCI, CCP, CDM, CDR,

Sample ENROLLMENT LIST Report Sorted by Student Name

ISI Management System - Enrollment List Sorted By Student Name						
Report Date:		October 05, 2005				
Student Number(s):		1-999999999				
Group ID	Group Name	Student ID	Auxiliary ID	Student Name	Enrollment Date	Courses
000000	Building Maint Capentry	1034	NA	Abamwa, Ese	1/21/04	IOT
000000	Building Maint Capentry	1035	NA	Abamwa, Kevwe	1/21/04	IOT
000000	Building Maint Capentry	783489	NA	Aboubacar, Kaba	6/3/04	CSR, IOT, LSP
000001	OFFICE WORKER PROGRAM	783489	NA	Aboubacar, Kaba	6/3/04	CSR, IOT, LSP
000002	FOUNDATIONS OF COLLEGE MATH	783489	NA	Aboubacar, Kaba	6/3/04	CSR, IOT, LSP
000000	Building Maint Capentry	332303	NA	Abraham, Elizabeth	10/20/03	IOT, NAP
000000	Building Maint Capentry	867998	NA	Abreu, Jenniffer	3/24/04	CSR, IOT, LSP
000001	OFFICE	867998	NA	Abreu, Jenniffer	3/24/04	CSR, IOT, LSP

Sample ENROLLMENT LIST Report Sorted by Enroll Date

ISI Management System - Enrollment List Sorted By Enroll Date						
Report Date:		October 05, 2005				
Student Number(s):		1-999999999				
Group ID	Group Name	Student ID	Auxiliary ID	Student Name	Enrollment Date	Courses
000000	Building Maint Capentry	1530	NA	Chalmers, William	5/14/01	GED
000000	Building Maint Capentry	1234567	NA	Carter, Leslie	7/10/01	AHS, BAR, BMC, BME
000000	Building Maint Capentry	28	NA	Frazier, Cliff	2/26/03	BAM, BAR, BMC, BME, BMP, CCC, CCE, CRM, CRR, CRW, CSR, ELI, ELM, ELP, ELR, ELS, ELU, FCM, GED, HCP, HPM, HPR, HPW, IM1, IOT, LSP, MSC, NAP, OFF, OSP,
000000	Building Maint Capentry	9966	NA	Winstead, Regina	3/1/03	SGA, SGI
000000	Building Maint Capentry	6	NA	Badii, Chitra	4/17/03	BAM, BAR, BMC, BME, BMP, CCC, CCE, CDM, CDR, CRM, CRR, CRW, CSR, ELI, ELM, ELP, ELR, ELS, ELU, FCM, GED, HCA, HCP, HPM, HPR, HPW, IM1, IOT, LSP, MSC, NAP

Sample ENROLLMENT LIST Report Sorted by Auxiliary ID

ISI Management System - Enrollment List Sorted By Auxilury ID						
Report Date:		October 05, 2005				
Student Number(s):		1-999999999				
Group ID	Group Name	Student ID	Auxiliary ID	Student Name	Enrollment Date	Courses
000000	Building Maint Capentry	567724	Towles	Towles, John	7/14/03	IOT, OSP
000001	OFFICE WORKER PROGRAM	567724	Towles	Towles, John	7/14/03	IOT, OSP
NA	NA	1	NA	Guest, Guest	5/5/05	BAM, BAR, BMC, BME, BMP, CCC, CCE, CDM, CDR, CDW, CRM, CRR, CRW, CSR, FCM, HCP, HPM, HPR, HPW, LSP, NAP, SGI, SGO, SGT, WPM, WPR, WWP
000000	Building Maint Capentry	6	NA	Badii, Chitra	4/17/03	BAM, BAR, BMC, BME, BMP, CCC, CCE, CDM, CDR, CRM, CRR, CRW, CSR, ELI, ELM, ELP, ELR, ELS, ELU, FCM, GED, HCA, HCP, HPM, HPR, HPW, IM1, IOT, LSP, MSC, NAP
000000	Building Maint Capentry	28	NA	Frazier, Cliff	2/26/03	BAM, BAR, BMC, BME, BMP, CCC, CCE, CRM, CRR, CRW, CSR, ELI, ELM, ELP, ELR, ELS, ELU, FCM, GED, HCP

PERFORMANCE REPORTS

The ISI Management System provides instructors and administrators with detailed reports on student activities in the courseware. Designed for the instructor, **Level 1 Reports** provides specific information regarding students' performance and time-on-task. In addition, Level 1 reports the results student achieve on ISI Assessment Exams. **Level 2 Reports** provides information of particular use by administrators. At each level, there are three report functions---**Summary, Exception** and **Activity**.

Summary Reports – provide totals and averages.

For Example: Summary Reports may be used to determine:

- ✓ Total number of lessons completed
- ✓ Total time spent in each lesson
- ✓ Grades achieved by students over a specified period of time.

Exception Reports – allow for totals and averages to be produced with additional conditions that produce information about students who do or do not meet given conditions.

For example: An Exception Report may list all:

- ✓ Students who have at least 20 hours of time in the curriculum
- ✓ Lessons with score of at least 80%.
- ✓ Students who may have used the curriculum in a specified time frame

Activity Reports – show the results of the individual sessions the student has taken and are generally used by administrators to permanently record student activity in the curriculum. Activity Report shows student progress/time spent in sessions by:

- ✓ Course
- ✓ Date
- ✓ Lesson

Another way to look at the various reports provided is by **Report Type**. The following are the basic types of reports:

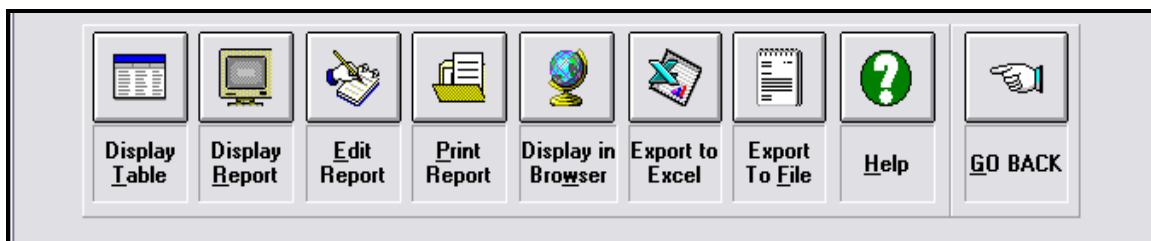
- **Performance Reports** show aggregate and statistical information about student data items recorded in the courseware, such as the number of items attempted, the number of exercises correct, and the length of each session.
- **Session Reports** show information about individual student sessions. Showing the date of the session, the time of the session, the number of exercises correct and attempted, the course and lesson taken during the session and a lesson sequence number to ensure data integrity.
- **Lesson Reports** show information about individual lessons in a particular course. These reports are generally used by instructors to determine student mastery of course lessons.
- **Module Reports** show information about individual curriculum modules.
- **Course Reports** shows information on student usage in a particular course.

- **Completion Reports** are the “report cards” for the course. They allow instructors to identify the number of lessons and to designate a passing percentage a student must achieve to successfully complete a course. The Management System compares the number of lessons/modules that the student completes against the criteria established by the instructor. A detailed summary is provided, allowing instructors to quickly see the grade achieved in each lesson/module.
- **Executive Summary Reports** provide an at-a-glance narrative of student progress. For example, the 'Executive Summary Report By Score and Time' lists on one line for each student: Total Number of Sessions, Total Time, Average Session Time, Total Session Score, and Total Lesson Score. This information is helpful for reviewing a summary of usage and scores.
- **Daily, Weekly and Monthly Reports** show information about student usage of the courseware over specified periods of time. These reports are generally used to ensure that students are using the courseware properly over a given time frame. For example, a weekly report can be used to show how many hours students put into the curriculum during a specified week.

Generating Performance Reports

Step 1	Select	The Performance Report Tab
Step 2	Select	The type of report.
Step 3	Select	Run Report from the Navigational Toolbar <i>Another menu box opens</i>
Step 4	Enter	Student ID Number Or Group Number
Step 5	Select	The courses to be reported <i>If no courses are selected, a report will be generated including information from all courses associated with the student ID or group number entered.</i>
Step 6	Enter	The date or range of the report to be generated
Step 7	Click	The radio button at the end Sort By Field <i>This allow you to indicate if the report is to be sorted by Student Name, ID Number or Auxiliary ID Number</i>
Step 8	Click	The radio button at the end of the Sort Order Field Select Increasing or decreasing
Step 9	Click	The Session Filter <i>In this field you can specify time spent in an activity</i>
Step 10	Click	The Score Filter
Step 11	Select	Display Report from the Navigational Toolbar

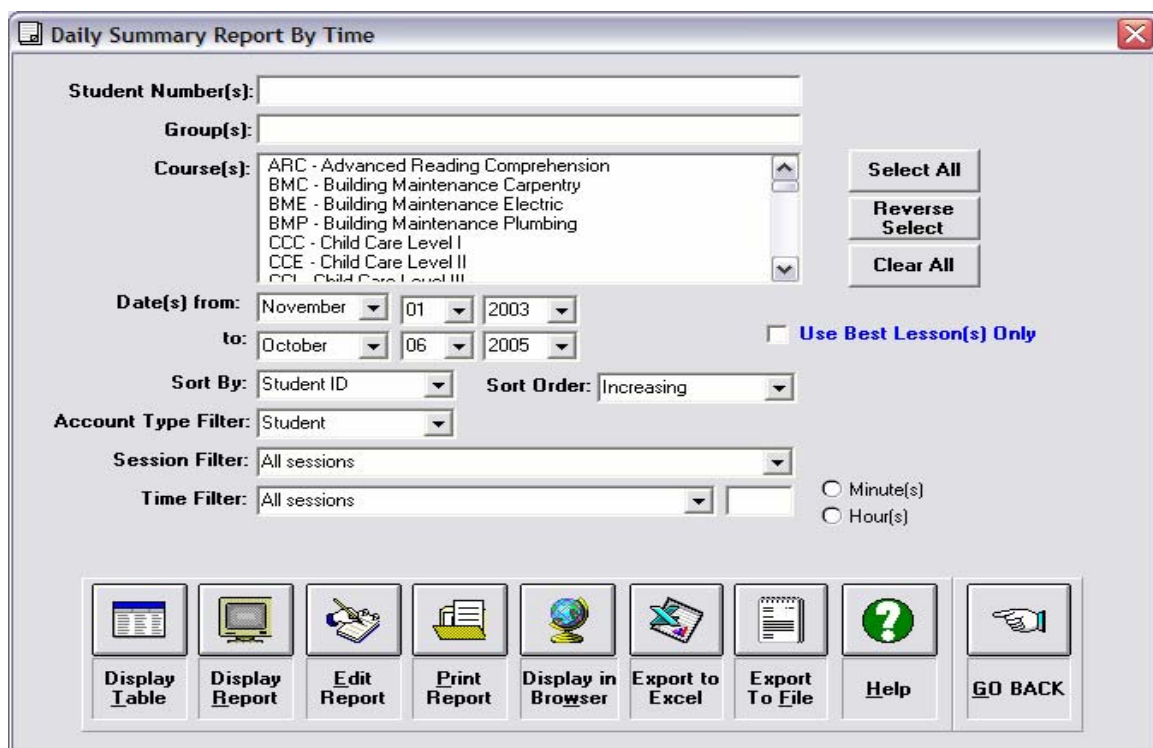
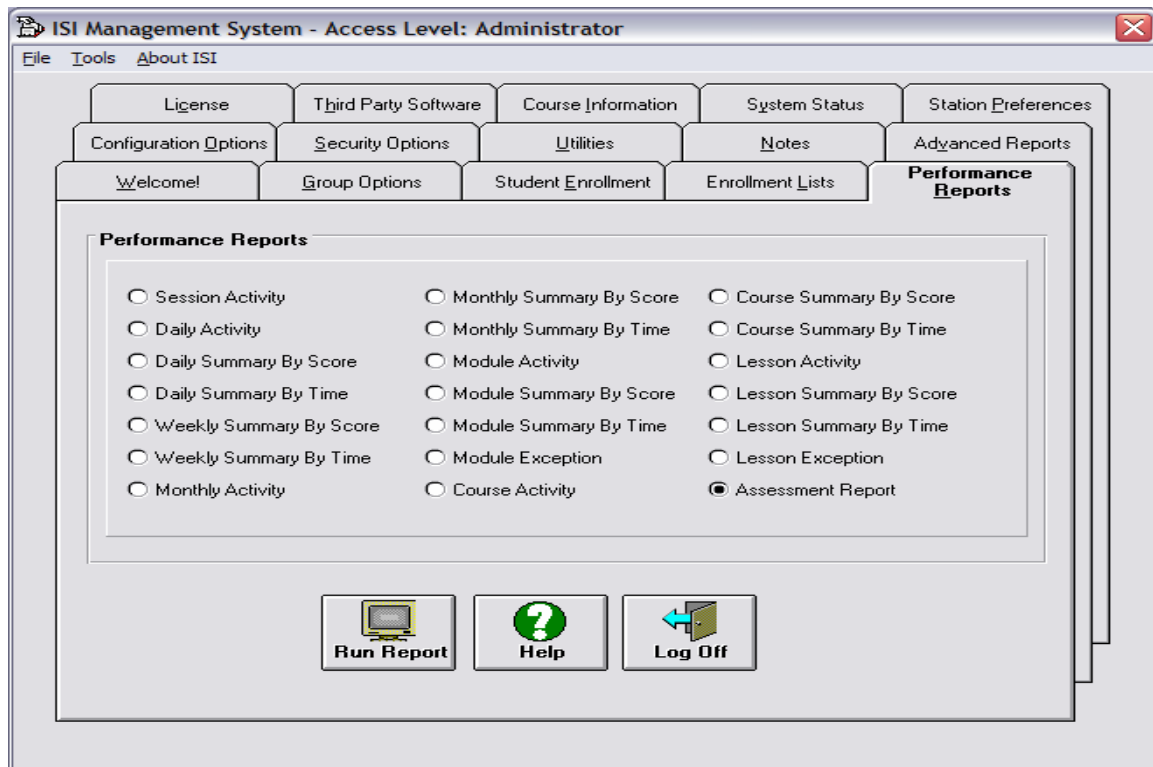
The Performance Report Navigational Toolbar



The Performance Report Toolbar allows the following functions to be preformed:

ICON	Function Performed
Display Table	Displays the report in a database format
Display Report	Displays a formal report
Edit Report	Allows the report to be edited or modified
Print Report	Prints the report
Display in Browser	Displays the report as a web page
Export to Excel	Moves file to an Excel
Export to File	Moves file to another application or disc
Help	Assistance in using Performance Report feature
Go Back	Return to the previous menu

Level 1 Reports are accessed from the **Performance Reports** tab.



Summary Reports – provides totals and averages

Sample Daily Summary Report

ISI Daily Summary Report By Score

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)		
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time		
Date(s):	11/01/03 - 10/05/05	Score:	All sessions		
Course(s):	ALL				

Lesson Code: Lesson Title	Session Count	Session Time Hr : Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
Session Date: 11/6/03					
IOT: Introduction to Office Technology					
CS08:Communications Software	2	0:11	7/8	7/8	88%
CS09:Data EntryExercise	1	0:14	10/10	10/10	100%
CS10:Utility Software	2	0:21	8/10	8/10	80%
11/6/03 Total:	5	0:46	25/28	25/28	89%

Session Date: 11/13/03					
IOT: Introduction to Office Technology					
CS10:Utility Software	4	0:07	16/20	16/20	80%
CS11:Specialized Software Applications	5	0:24	17/23	17/25	68%
CS12:Other Software Applications	2	0:16	9/10	9/10	90%
CS13:Disk Management	1	0:06	0/0	0/5	0%
11/13/03 Total:	12	0:53	42/53	42/60	70%

Session Date: 11/17/03					
IOT: Introduction to Office Technology					
CS12:Other Software Applications	1	0:03	5/5	5/5	100%
CS13:Disk Management	1	0:09	4/5	4/5	80%
11/17/03 Total:	2	0:12	9/10	9/10	90%

Sample Weekly Summary Report

ISI Weekly Summary Report By Score					
Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)		
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time		
Date(s):	11/01/03 - 10/05/05	Score:	All sessions		
Course(s):	ALL				
Lesson Code: Lesson Title	Session Count	Session Time Hr : Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
Week Of 11/2/03 - 11/8/03					
IOT: Introduction to Office Technology					
CS08:Communications Software	2	0:11	7/8	7/8	88%
CS09:Data Entry Exercise	1	0:14	10/10	10/10	100%
CS10:Utility Software	2	0:21	8/10	8/10	80%
Weekly Total:	5	0:46	25/28	25/28	89%
Week Of 11/9/03 - 11/15/03					
IOT: Introduction to Office Technology					
CS10:Utility Software	4	0:07	16/20	16/20	80%
CS11:Specialized Software Applications	5	0:24	17/23	17/25	68%
CS12:Other Software Applications	2	0:16	9/10	9/10	90%
CS13:Disk Management	1	0:06	0/0	0/5	0%
Weekly Total:	12	0:53	42/53	42/60	70%
Week Of 11/16/03 - 11/22/03					
IOT: Introduction to Office Technology					
CS12:Other Software Applications	1	0:03	5/5	5/5	100%
CS13:Disk Management	1	0:09	4/5	4/5	80%
Weekly Total:	2	0:12	9/10	9/10	90%

Sample Monthly Summary Report

ISI Monthly Summary Report By Score

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/31/05	Score:	All sessions			
Course(s):	ALL					

Course Code:	Lesson Code:	Session Count	Session Time Hr : Min	Session Score	Lesson Score	Percent Correct
Course Title	Lesson Title					
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
November 2003						
IOT Introduction to Office Technology						
	CS08: Communications Software	2	0:11	7/8	7/8	88%
	CS09: Data Entry Exercise	1	0:14	10/10	10/10	100%
	CS10: Utility Software	6	0:28	24/30	24/30	80%
	CS11: Specialized Software Applications	5	0:24	17/23	17/25	68%
	CS12: Other Software Applications	3	0:19	14/15	14/15	93%
	CS13: Disk Management	2	0:15	4/5	4/10	40%
	November 2003 Total:	19	1:51	76/91	76/98	78%
December 2003						
NAP Nursing Assistant Program						
	IN01: Introduction to the Course	1	0:03	NA	NA	100%
	IN02: Introduction to Nursing Assistant Occupation	1	0:12	8/8	8/8	100%
	IN03: Certification Requirements	1	0:03	4/5	4/5	80%
	IN04: Understanding OBRA Requirements: Roles and Responsibilities	1	0:04	0/0	0/4	0%
	NU05: Feeding a Patient	1	0:04	0/0	0/7	0%
	December 2003 Total:	5	0:26	12/13	12/24	50%

Sample Module Summary Report

ISI Module Summary Report By Score

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/05/05	Score:	All scores			
Course(s):	ALL					
Lesson Code: Lesson Title		Session Count	Session Time Hr: Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
Course: IOT Introduction to Office Technology						
Module: CS Computer Software						
CS08: Communications Software		2	0:11	7/8	7/8	88%
CS09: Data Entry Exercise		1	0:14	10/10	10/10	100%
CS10: Utility Software		6	0:28	24/30	24/30	80%
CS11: Specialized Software Applications		5	0:24	17/23	17/25	68%
CS12: Other Software Applications		3	0:19	14/15	14/15	93%
CS13: Disk Management		2	0:15	4/5	4/10	40%
Module Total:		19	1:51	76/91	76/98	78%
Course Total:		19	1:51	76/91	76/98	78%
Course: NAP Nursing Assistant Program						
Module: IN Introduction to Nursing Assistant						
IN01: Introduction to the Course		1	0:03	NA	NA	100%
IN02: Introduction to Nursing Assistant Occupation		1	0:12	8/8	8/8	100%
IN03: Certification Requirements		1	0:03	4/5	4/5	80%
IN04: Understanding OBRA Requirements: Roles and Responsibilities		1	0:04	0/0	0/4	0%
Module Total:		4	0:22	12/13	12/17	71%
Module: NU Nutrition						

Sample Course Summary Report

ISI Course Summary Report By Score

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)		
Student Number(s):	1-999999999	Session(s):	All sessions		
Date(s):	11/01/03 - 10/05/05	Score:	All sessions		
Course(s):	ALL				

Lesson Code: Lesson Title	Session Count	Session Time Hr : Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
IOT: Introduction to Office Technology					
CS08/Communications Software	2	0:11	7/8	7/8	88%
CS09/Data Entry Exercise	1	0:14	10/10	10/10	100%
CS10/Utility Software	7	0:29	24/30	24/35	69%
CS11/Specialized Software Applications	6	0:25	17/23	17/30	57%
CS12/Other Software Applications	4	0:20	14/15	14/20	70%
CS13/Disk Management	2	0:15	4/5	4/10	40%
Course Total:	22	1:54	76/91	76/113	67%
NAP: Nursing Assistant Program					
IN01/Introduction to the Course	3	0:05	NA	NA	100%
IN02/Introduction to Nursing Assistant Occupation	1	0:12	8/8	8/8	100%
IN03/Certification Requirements	2	0:04	4/5	4/10	40%
IN04/Understanding OBRA Requirements: Roles and Responsibilities	1	0:04	0/0	0/4	0%
NU05/Feeding a Patient	1	0:04	0/0	0/7	0%
Course Total:	8	0:29	12/13	12/29	41%
Student Total:	30	2:23	88/104	88/142	62%

Student Name: Jenniffer Abreu	
Student ID: 000867998	

Sample Lesson Summary Report

ISI Lesson Summary Report By Score

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/05/05	Score:	All lessons			
Course(s):	ALL					
Course Code	Lesson Code: Lesson Title	Session Count	Session Time Hr: Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
Course: IOT Introduction to Office Technology						
	CS08: Communications Software	2	0:11	7/8	7/8	88%
	CS09: Data Entry Exercise	1	0:14	10/10	10/10	100%
	CS10: Utility Software	6	0:28	24/30	24/30	80%
	CS11: Specialized Software Applications	5	0:24	17/23	17/25	68%
	CS12: Other Software Applications	3	0:19	14/15	14/15	93%
	CS13: Disk Management	2	0:15	4/5	4/10	40%
	Course Total:	19	1:51	76/91	76/98	78%
Course: NAP Nursing Assistant Program						
	IN01: Introduction to the Course	1	0:03	NA	NA	100%
	IN02: Introduction to Nursing Assistant Occupation	1	0:12	8/8	8/8	100%
	IN03: Certification Requirements	1	0:03	4/5	4/5	80%
	IN04: Understanding OBRA Requirements: Roles and Responsibilities	1	0:04	0/0	0/4	0%
	NU05: Feeding a Patient	1	0:04	0/0	0/7	0%
	Course Total:	5	0:26	12/13	12/24	50%
	Student Total:	24	2:17	88/104	88/122	72%
Student Name: Jennifer Abreu						

Activity Reports - show the results of the individual sessions the student has taken

Sample Session Activity Report

ISI Session Activity Report						
Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/05/05	Scores:	All sessions			
Course(s):	ALL					

Course Code: Course Title	Lesson Code: Lesson Title	Session Date	Session Time	Session Length Hr : Min	Session Score	Percent Correct
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
IOT Introduction to Office Technology						
	CS08:Communications Software	11/6/03	5:00 pm	0:10	3/4	75%
	CS08:Communications Software	11/6/03	5:10 pm	0:01	4/4	100%
	CS09:Data Entry Exercise	11/6/03	5:11 pm	0:14	10/10	100%
	CS10:Utility Software	11/6/03	5:25 pm	0:19	4/5	80%
	CS10:Utility Software	11/6/03	5:44 pm	0:02	4/5	80%
	CS10:Utility Software	11/13/03	4:52 pm	0:04	3/5	60%
	CS10:Utility Software	11/13/03	4:56 pm	0:01	4/5	80%
	CS10:Utility Software	11/13/03	4:57 pm	0:01	4/5	80%
	CS10:Utility Software	11/13/03	4:58 pm	0:01	5/5	100%
	CS11:Specialized Software Applications	11/13/03	4:59 pm	0:19	3/5	60%
	CS11:Specialized Software Applications	11/13/03	5:17 pm	0:02	4/5	80%
	CS11:Specialized Software Applications	11/13/03	5:19 pm	0:01	4/5	80%
	CS11:Specialized Software Applications	11/13/03	5:21 pm	0:01	1/3	33%
	CS11:Specialized Software Applications	11/13/03	5:21 pm	0:01	5/5	100%
	CS12:Other Software Applications	11/13/03	5:22 pm	0:14	4/5	80%
	CS12:Other Software Applications	11/13/03	5:36 pm	0:02	5/5	100%
	CS13:Disk Management	11/13/03	5:37 pm	0:06	0/0	0%
	CS12:Other Software Applications	11/17/03	5:29 pm	0:03	5/5	100%
	CS13:Disk Management	11/17/03	5:34 pm	0:09	4/5	80%
Course Total:				1:51	76/91	84%

NAP Nursing Assistant Program

Sample Daily Activity Report

ISI Daily Activity Report

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/05/05	Scores:	All sessions			
Course(s):	ALL					

Course Code: Course Title	Lesson Code: Lesson Title	Session Time Hr : Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
Session Date: 11/6/03					
IOT: Introduction to Office Technology	CS08:Communications Software	0:01	4/4	4/4	100%
	CS08:Communications Software	0:10	3/4	3/4	75%
	CS09:Data Entry Exercise	0:14	10/10	10/10	100%
	CS10:Utility Software	0:19	4/5	4/5	80%
	CS10:Utility Software	0:02	4/5	4/5	80%
11/6/03 Total:		0:46	25/28	25/28	89%
Session Date: 11/13/03					
IOT: Introduction to Office Technology	CS10:Utility Software	0:04	3/5	3/5	60%
	CS10:Utility Software	0:01	4/5	4/5	80%
	CS10:Utility Software	0:01	4/5	4/5	80%
	CS10:Utility Software	0:01	5/5	5/5	100%
	CS11:Specialized Software Applications	0:19	3/5	3/5	60%
	CS11:Specialized Software Applications	0:01	5/5	5/5	100%
	CS11:Specialized Software Applications	0:02	4/5	4/5	80%
	CS11:Specialized Software Applications	0:01	4/5	4/5	80%
	CS11:Specialized Software Applications	0:01	1/3	1/5	20%
	CS12:Other Software Applications	0:14	4/5	4/5	80%

Sample Monthly Activity Report

ISI Monthly Activity Report

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	All sessions			
Date(s):	11/01/03 - 10/31/05	Scores:	All sessions			
Course(s):	ALL					
Course Code	Lesson Code	Session	Session Time	Session	Lesson	Percent
Course Title	Lesson Title	Date	Hr : Min	Score	Score	Correct
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
November 2003						
IOT Introduction to Office Technology						
CS08	Communications Software	11/6/03	0:01	4/4	4/4	100%
CS08	Communications Software	11/6/03	0:10	3/4	3/4	75%
CS09	Data Entry Exercise	11/6/03	0:14	10/10	10/10	100%
CS10	Utility Software	11/13/03	0:01	4/5	4/5	80%
CS10	Utility Software	11/13/03	0:01	4/5	4/5	80%
CS10	Utility Software	11/13/03	0:04	3/5	3/5	60%
CS10	Utility Software	11/13/03	0:01	0/0	0/5	0%
CS10	Utility Software	11/6/03	0:02	4/5	4/5	80%
CS10	Utility Software	11/6/03	0:19	4/5	4/5	80%
CS10	Utility Software	11/13/03	0:01	5/5	5/5	100%
CS11	Specialized Software Applications	11/13/03	0:01	1/3	1/5	20%
CS11	Specialized Software Applications	11/13/03	0:01	4/5	4/5	80%
CS11	Specialized Software Applications	11/13/03	0:02	4/5	4/5	80%
CS11	Specialized Software Applications	11/13/03	0:19	3/5	3/5	60%
CS11	Specialized Software Applications	11/13/03	0:01	0/0	0/5	0%
CS11	Specialized Software Applications	11/13/03	0:01	5/5	5/5	100%
CS12	Other Software Applications	11/17/03	0:03	5/5	5/5	100%
CS12	Other Software Applications	11/13/03	0:14	4/5	4/5	80%
CS12	Other Software Applications	11/13/03	0:01	0/0	0/5	0%
CS12	Other Software Applications	11/13/03	0:02	5/5	5/5	100%

Sample Module Activity Report

ISI Monthly Activity Report						
Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/05/05	Scores:	All sessions			
Course(s):	ALL					
Lesson Code: Lesson Title		Session Date	Session Time Hr: Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
Course: IOT Introduction to Office Technology						
Module: CS Computer Software						
CS08: Communications Software	11/6/03	0:10	3/4	3/4	75%	
CS08: Communications Software	11/6/03	0:01	4/4	4/4	100%	
CS09: Data Entry Exercise	11/6/03	0:14	10/10	10/10	100%	
CS10: Utility Software	11/6/03	0:19	4/5	4/5	80%	
CS10: Utility Software	11/6/03	0:02	4/5	4/5	80%	
CS10: Utility Software	11/13/03	0:04	3/5	3/5	60%	
CS10: Utility Software	11/13/03	0:01	4/5	4/5	80%	
CS10: Utility Software	11/13/03	0:01	4/5	4/5	80%	
CS10: Utility Software	11/13/03	0:01	5/5	5/5	100%	
CS11: Specialized Software Applications	11/13/03	0:19	3/5	3/5	60%	
CS11: Specialized Software Applications	11/13/03	0:02	4/5	4/5	80%	
CS11: Specialized Software Applications	11/13/03	0:01	4/5	4/5	80%	
CS11: Specialized Software Applications	11/13/03	0:01	1/3	1/5	20%	
CS11: Specialized Software Applications	11/13/03	0:01	5/5	5/5	100%	
CS12: Other Software Applications	11/13/03	0:14	4/5	4/5	80%	
CS12: Other Software Applications	11/13/03	0:02	5/5	5/5	100%	
CS12: Other Software Applications	11/17/03	0:03	5/5	5/5	100%	
CS13: Disk Management	11/13/03	0:06	0/0	0/5	0%	
CS13: Disk Management	11/17/03	0:09	4/5	4/5	80%	
Module Total:		1:51	76/91	76/98	78%	

Sample Course Activity Report

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/05/05	Scores:	All sessions			
Course(s):	ALL					
Lesson Code: Lesson Title		Session Date	Session Time Hr : Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
IOT: Introduction to Office Technology						
CS08 Communications Software		11/6/03	0:01	4/4	4/4	100%
CS08 Communications Software		11/6/03	0:10	3/4	3/4	75%
CS09 Data Entry Exercise		11/6/03	0:14	10/10	10/10	100%
CS10 Utility Software		11/6/03	0:19	4/5	4/5	80%
CS10 Utility Software		11/6/03	0:02	4/5	4/5	80%
CS10 Utility Software		11/13/03	0:04	3/5	3/5	60%
CS10 Utility Software		11/13/03	0:01	4/5	4/5	80%
CS10 Utility Software		11/13/03	0:01	4/5	4/5	80%
CS10 Utility Software		11/13/03	0:01	5/5	5/5	100%
CS11 Specialized Software Applications		11/13/03	0:19	3/5	3/5	60%
CS11 Specialized Software Applications		11/13/03	0:01	5/5	5/5	100%
CS11 Specialized Software Applications		11/13/03	0:02	4/5	4/5	80%
CS11 Specialized Software Applications		11/13/03	0:01	4/5	4/5	80%
CS11 Specialized Software Applications		11/13/03	0:01	1/3	1/5	20%
CS12 Other Software Applications		11/13/03	0:14	4/5	4/5	80%
CS12 Other Software Applications		11/13/03	0:02	5/5	5/5	100%
CS13 Disk Management		11/13/03	0:06	0/0	0/5	0%
CS12 Other Software Applications		11/17/03	0:03	5/5	5/5	100%
CS13 Disk Management		11/17/03	0:09	4/5	4/5	80%
Course Total:			1:51	76/91	76/98	78%
NAP: Nursing Assistant Program						

Sample Lesson Activity Report

ISI Lesson Activity Report

Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)			
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time			
Date(s):	11/01/03 - 10/05/05	Scores:	All sessions			
Course(s):	ALL					
Course Code	Lesson Code: Lesson Title	Session Date	Session Time Hr: Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham						
Student ID: 000332303						
Auxiliary ID: N/A						
IOT	CS08: Communications Software	11/6/03	0:01	4/4	4/4	100%
	CS08: Communications Software	11/6/03	0:10	3/4	3/4	75%
		Lesson Total:	0:11	7/8	7/8	88%
IOT	CS09: Data Entry Exercise	11/6/03	0:14	10/10	10/10	100%
		Lesson Total:	0:14	10/10	10/10	100%
IOT	CS10: Utility Software	11/6/03	0:19	4/5	4/5	80%
	CS10: Utility Software	11/6/03	0:02	4/5	4/5	80%
	CS10: Utility Software	11/13/03	0:04	3/5	3/5	60%
	CS10: Utility Software	11/13/03	0:01	4/5	4/5	80%
	CS10: Utility Software	11/13/03	0:01	4/5	4/5	80%
	CS10: Utility Software	11/13/03	0:01	5/5	5/5	100%
		Lesson Total:	0:28	24/30	24/30	80%
IOT	CS11: Specialized Software Applications	11/13/03	0:19	3/5	3/5	60%

Exception Reports - allow for totals and averages to be produced with additional conditions

Sample Module Exception Report

<i>ISI Module Exception Report</i>					
Report Date:	October 05, 2005	Sort By:	Last Name		
Student Number(s):	1-999999999	Sort Order:	Increasing		
Date(s):	11/01/03 - 10/05/05	Session(s):	Omit sessions with 0/0 score AND 1 minute time		
Course(s):	ALL	Module Score:	All scores equal to or above 70%		
		Student Score:	All students		
Lesson Code: Lesson Title	Session Count	Session Time Hr: Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
Course: IOT Introduction to Office Technology					
Module: CS Computer Software					
CS08: Communications Software	2	0:11	7/8	7/8	88%
CS09: Data Entry Exercise	1	0:14	10/10	10/10	100%
CS10: Utility Software	5	0:24	21/25	21/25	84%
CS11: Specialized Software Applications	3	0:04	13/15	13/15	87%
CS12: Other Software Applications	3	0:19	14/15	14/15	93%
CS13: Disk Management	1	0:09	4/5	4/5	80%
Module Total:	15	1:21	69/78	69/78	88%
Course Total:	15	1:21	69/78	69/78	88%
Course: NAP Nursing Assistant Program					
Module: IN Introduction to Nursing Assistant					
IN02: Introduction to Nursing Assistant Occupation	1	0:12	8/8	8/8	100%
IN03: Certification Requirements	1	0:03	4/5	4/5	80%
Module Total:	2	0:15	12/13	12/13	92%
Course Total:	2	0:15	12/13	12/13	92%
Student Total:	17	1:36	81/91	81/91	89%

Sample Lesson Exception Report

<i>ISI Lesson Exception Report</i>					
Report Date:	October 05, 2005	Sort By:	Last Name		
Student Number(s):	1-999999999	Sort Order:	Increasing		
Date(s):	11/01/03 - 10/05/05	Session(s):	Omit sessions with 0/0 score AND 1 minute time		
Course(s):	ALL	Score:	All lessons with scores equal to or above 70%		
		Student Score:	All students		
Course Code Lesson Code: Lesson Title	Session Count	Session Time Hr: Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
Course: IOT Introduction to Office Technology					
CS08: Communications Software	2	0:11	7/8	7/8	88%
CS09: Data Entry Exercise	1	0:14	10/10	10/10	100%
CS10: Utility Software	5	0:24	21/25	21/25	84%
CS11: Specialized Software Applications	3	0:04	13/15	13/15	87%
CS12: Other Software Applications	3	0:19	14/15	14/15	93%
CS13: Disk Management	1	0:09	4/5	4/5	80%
Course Total:	15	1:21	69/78	69/78	88%
Course: NAP Nursing Assistant Program					
IN02: Introduction to Nursing Assistant Occupation	1	0:12	8/8	8/8	100%
IN03: Certification Requirements	1	0:03	4/5	4/5	80%
Course Total:	2	0:15	12/13	12/13	92%
Student Total:	17	1:36	81/91	81/91	89%
Student Name: Jenniffer Abreu					
Student ID: 000867998					

Here are two samples of the array of **Assessment Reports** that are available. These too are accessed from the **Performance Report** tab.

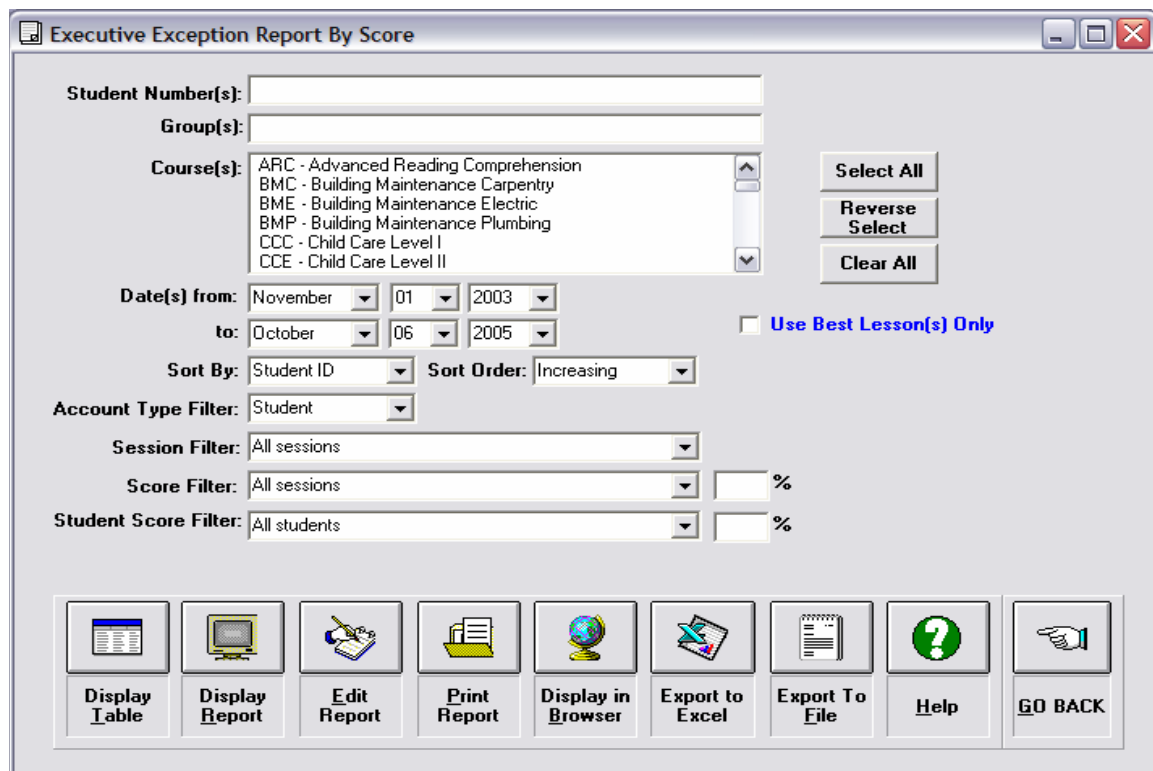
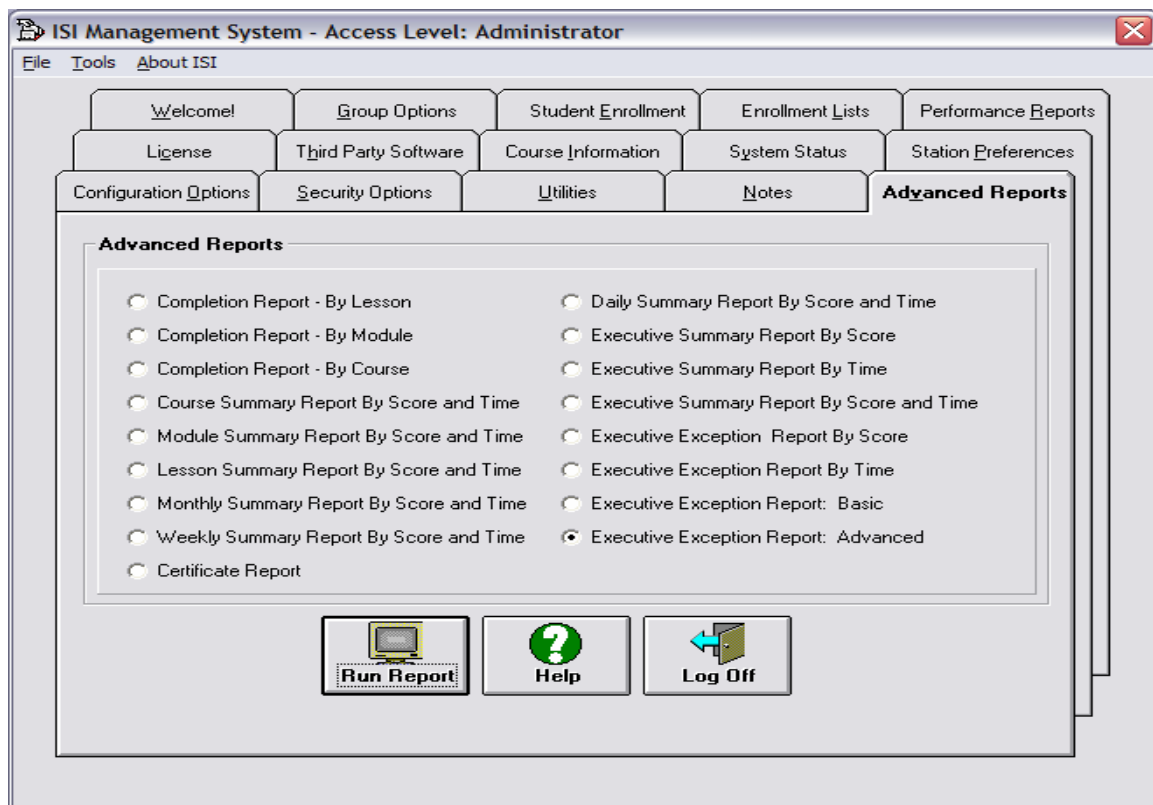
Sample Basic Assessment Reading

ISI Assessment Detail Report				
Report Date:	October 05, 2005	Sort By:	Student ID (Increasing)	
Student Number(s):	123456			
Date(s):	03/25/04 - 03/31/04			
Course(s):	BAR			
(Grade Level) Exercise Title		Grade Level	Time Min: Sec	Correct/Incorrect
Student Name: Uncle Tom				
Student ID: 000123456				
Auxiliary ID: N/A				
Assessment Test: (BAR) Basic Assessment Reading - (RE) Reading Assessment NA				
Assessment Date:	3/25/04			
	Passage 2 - Literal Comprehension		0:10	C
	Passage 2 - Interpretive Comprehension		0:01	C
	Passage 2 - Vocabulary in Context		0:02	C
	Passage 2 - Categorization		0:38	C
	Passage 3 - Main Idea		0:17	C
	Passage 3 - Literal Comprehension		0:22	C
	Passage 3 - Interpretive Comprehension		0:14	C
	Passage 3 - Vocabulary in Context		0:55	C
	Passage 3 - Primary Inference		0:24	C
	Passage 4 - Main Idea		0:25	C
	Passage 4 - Literal Comprehension		0:16	C
	Passage 4 - Interpretive Comprehension		1:23	C
	Passage 4 - Vocabulary in Context		0:21	C
	Passage 4 - Author's Purpose		0:31	C
	Passage 5 - Main Idea		0:27	C
	Passage 5 - Literal Comprehension		0:28	C
	Passage 5 - Interpretive Comprehension		0:14	C
	Passage 5 - Vocabulary in Context		0:35	C
	Passage 5 - Figurative Language		0:04	C
	Passage 1 - Main Idea		0:57	C
	Passage 1 - Literal Comprehension		2:36	C
	Passage 1 - Interpretive Comprehension		0:12	C
	Passage 1 - Vocabulary in Context		0:09	C
	Passage 1 - Fact and Opinion		0:20	C
	Passage 2 - Main Idea		0:14	C
Assessment Total:		NA	12:15	25/25 (100%)

Sample Basic Assessment Math

ISI Assessment Detail Report				
Report Date:	October 05, 2005	Sort By:	Student ID (Increasing)	
Student Number(s):	1-999999999			
Date(s):	06/12/03 - 06/12/03			
Course(s):	BAM			
(Grade Level) Exercise Title		Grade Level	Time Min: Sec	Correct/Incorrect
Student Name: Lajaune Scott				
Student ID: 000684107				
Auxiliary ID: N/A				
Assessment Test: (BAM) Basic Assessment Mathematics - (MA) Mathematics Assessment (4.00 - 10.00)				
Assessment Date:	6/12/03			
(4.24)	Divide a three-digit number by a two-digit number		1:03	I
(4.48)	Add two two-digit numbers		0:16	C
(4.72)	Multiply a four-digit by a two digit-number - using estimation		0:49	I
(4.96)	Add two decimal numbers		0:14	C
(5.20)	Multiply two two-digit numbers		1:35	C
(5.44)	Compute the total bill from a menu of several items		2:12	C
(5.68)	Divide zero by a single digit		0:05	C
(5.92)	Divide a three-digit number by a one-digit number		0:27	C
(6.16)	Find the cost of x number of items given the cost of two		1:43	C
(6.40)	Add three decimals		1:36	C
(6.64)	Find the number that completes a sequence		0:29	C
(6.88)	Solve a rate of work problem		0:56	C
(7.12)	Use inverse operations to compute original number given answer		0:34	C
(7.36)	Divide two proper fractions		0:23	I
(7.60)	Add two unlike fractions		0:11	I
(7.84)	Divide a three-digit number by a two-digit number		1:33	C
(8.08)	Mixed operations with fractions and whole numbers		0:34	I
(8.32)	Divide two decimals - using estimation		0:34	I
(8.56)	Evaluate an expression using the correct order of operations		0:40	C
(8.80)	Find the number that completes a sequence		0:19	C
(9.04)	Solve a word problem using division		2:19	I
(9.28)	Divide a mixed number by a proper fraction		0:14	I
(9.52)	Solve a proportion word problem		0:18	C
(9.76)	Solve a word problem with fractions		0:39	I
(10.00)	Solve a word problem with percents		0:09	I
Assessment Total:		9.52	19:52	15/25 (60%)

Level 2 Reports can be accessed from the **Advanced Reports** tab.



Here are a few samples.

Sample Course Summary Report by Score and Time

<i>ISI Course Summary Report By Score and Time</i>					
Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)		
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time		
Date(s):	11/01/03 - 10/05/05	Score:	All sessions with scores equal to or above 70%		
Course(s):	ALL	Length:	All sessions		
Lesson Code: Lesson Title	Session Count	Session Time Hr : Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
IOT: Introduction to Office Technology					
CS08: Communications Software	2	0:11	7/8	7/8	88%
CS09: Data Entry Exercise	1	0:14	10/10	10/10	100%
CS10: Utility Software	5	0:24	21/25	21/25	84%
CS11: Specialized Software Applications	3	0:04	13/15	13/15	87%
CS12: Other Software Applications	3	0:19	14/15	14/15	93%
CS13: Disk Management	1	0:09	4/5	4/5	80%
Course Total:	15	1:21	69/78	69/78	88%
NAP: Nursing Assistant Program					
IN02: Introduction to Nursing Assistant Occupation	1	0:12	8/8	8/8	100%
IN03: Certification Requirements	1	0:03	4/5	4/5	80%
Course Total:	2	0:15	12/13	12/13	92%
Student Total:	17	1:36	81/91	81/91	89%
Student Name: Jennifer Abreu					
Student ID: 000867998					
Auxiliary ID: N/A					
CSR: Customer Service Representative					

Sample Module Summary Report by Score and Time

<i>ISI Module Summary Report By Score And Time</i>					
Report Date:	October 05, 2005	Sort By:	Last Name (Increasing)		
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time		
Date(s):	11/01/03 - 10/05/05	Score:	All sessions with scores equal to or above 70%		
Course(s):	ALL	Length:	All sessions		
Lesson Code: Lesson Title	Session Count	Session Time Hr: Min	Session Score	Lesson Score	Percent Correct
Student Name: Elizabeth Abraham					
Student ID: 000332303					
Auxiliary ID: N/A					
Course: IOT Introduction to Office Technology					
Module: CS Computer Software					
CS08: Communications Software	2	0:11	7/8	7/8	88%
CS09: Data Entry Exercise	1	0:14	10/10	10/10	100%
CS10: Utility Software	5	0:24	21/25	21/25	84%
CS11: Specialized Software Applications	3	0:04	13/15	13/15	87%
CS12: Other Software Applications	3	0:19	14/15	14/15	93%
CS13: Disk Management	1	0:09	4/5	4/5	80%
Module Total:	15	1:21	69/78	69/78	88%
Course Total:	15	1:21	69/78	69/78	88%
Course: NAP Nursing Assistant Program					
Module: IN Introduction to Nursing Assistant					
IN02: Introduction to Nursing Assistant Occupation	1	0:12	8/8	8/8	100%
IN03: Certification Requirements	1	0:03	4/5	4/5	80%
Module Total:	2	0:15	12/13	12/13	92%
Course Total:	2	0:15	12/13	12/13	92%
Student Total:	17	1:36	81/91	81/91	89%

Sample Completion Report by Module

ISI Completion Report By Module - Customer Service Representative (CSR)							
Report Date: October 05, 2005		Sort By: Last Name (Increasing)					
Student Number(s): 1-999999999		Total Modules: 3					
Date(s): 11/01/03 - 10/05/05		Lesson Completion: 80% of exercises correct					
		Module Completion: 70% of lessons complete					
		Course Completion: 70% of modules complete					
Lesson Detail		Exercise Count	Attempted Exercises	Lesson Score (Best Score)	Session Date	Session Time (In Minutes)	Completed Y / N
Student Name: Jenniffer Abreu							
Student ID: 000867998							
Auxiliary ID: N/A							
Introduction to Customer Service		32 lessons in CSR (32 attempted, 26 completed)					
		20 lessons in CS (20 attempted, 17 completed)					
CS01	Customers	6	6	6/6 (100%)	3/24/2004	0:09	Yes
CS02	Businesses	4	4	3/4 (75%)	3/24/2004	0:09	No
CS03	Retail Businesses	5	5	5/5 (100%)	3/24/2004	0:12	Yes
CS04	Customer Service in Other Businesses	5	5	5/5 (100%)	3/24/2004	0:10	Yes
CS05	Personal vs. Procedural	4	4	4/4 (100%)	3/24/2004	0:07	Yes
CS06	Responsibilities	8	8	7/8 (88%)	3/24/2004	0:23	Yes
CS07	Professional Ethics	4	4	4/4 (100%)	3/24/2004	0:07	Yes
CS08	Neatness and Organization	4	4	3/4 (75%)	3/24/2004	0:03	No
CS09	Other Personal Qualities	6	6	5/6 (83%)	3/24/2004	0:11	Yes
CS10	Working with Others	4	4	4/4 (100%)	3/24/2004	0:04	Yes
CS11	Confidentiality	3	3	2/3 (67%)	3/24/2004	0:07	No
CS12	Handling Complaints	3	3	3/3 (100%)	3/24/2004	0:15	Yes
CS13	Customer Needs	4	4	4/4 (100%)	3/24/2004	0:04	Yes
CS14	Skills and Characteristics	6	6	5/6 (83%)	3/24/2004	0:12	Yes
CS15	Empathy	4	4	4/4 (100%)	3/24/2004	0:08	Yes
CS16	Courtesy	2	2	2/2 (100%)	3/24/2004	0:02	Yes
CS17	Assertiveness	5	5	5/5 (100%)	3/24/2004	0:10	Yes
CS18	Communication Skills	11	11	10/11 (91%)	3/24/2004	0:15	Yes
CS19	Listening Skills	8	8	7/8 (88%)	3/24/2004	0:05	Yes
CS20	Problem Solving Skills	10	10	9/10 (90%)	3/24/2004	0:21	Yes
Module Total:		106	106	97/106 (92%)		3:14	(85%) Yes
Customer Service in Other Businesses		6 lessons in OB (6 attempted, 5 completed)					
OB01	Utilities	4	4	4/4 (100%)	3/25/2004	0:07	Yes
OB02	Banks	5	5	5/5 (100%)	3/25/2004	0:11	Yes
OB03	Insurance Companies	9	9	8/9 (89%)	3/25/2004	0:30	Yes
OB04	Rail Route	4	4	3/4 (75%)	3/25/2004	0:07	No

Sample Executive Summary Report by Score and Time

ISI Executive Summary Report By Score And Time							
Report Date: October 05, 2005		Sort By: Increasing Last Name					
Student Number(s): 1-999999999		Session(s): Omit sessions with 0/0 score AND 1 minute time					
Date(s): 11/01/03 - 10/05/05		Session Score: All sessions with scores equal to or above 70%					
Course(s): ALL		Session Time: All sessions with scores equal to or above					
Student ID	Auxiliary ID	Student Name	Session Count	Total Time Hrs : Min	Avg Session Time Hrs : Min	Total Session Score	Total Lesson Score
AVERAGE			50	4:44	0:06	293/328 (89%)	293/328 (89%)
MEDIAN			18	1:52	0:06	90/100 (90%)	90/100 (90%)
000332303		Abraham, Elizabeth	17	1:36	0:06	81/91 (89%)	81/91 (89%)
000867998		Abreu, Jenniffer	39	7:06	0:11	196/214 (92%)	196/214 (92%)
000580321		Adams, Vanecia	1	0:13	0:13	4/4 (100%)	4/4 (100%)
000849124		Afari, Elizabeth	103	28:20	0:17	732/790 (93%)	732/790 (93%)
000664546		Alexander, Dwight	34	3:17	0:06	134/151 (89%)	134/151 (89%)
000685836		Alison-Kon Teh, Abaris	15	2:44	0:11	97/110 (88%)	97/110 (88%)
000707048		Alsina, Christopher	1	0:06	0:06	5/5 (100%)	5/5 (100%)
000407871		Alston, Kirkland	24	5:16	0:13	143/159 (90%)	143/159 (90%)
000709483		Asencio, Carlos	17	1:36	0:06	78/90 (87%)	78/90 (87%)

Sample Executive Exception Report Advanced

ISI Executive Exception Report: Advanced

Report Date:	October 05, 2005	Sort By:	Increasing Last Name
Student Number(s):	1-999999999	Session(s):	Omit sessions with 0/0 score AND 1 minute time
Date(s):	11/01/03 - 10/05/05	Session Score:	All sessions with scores equal to or above 70%
Course(s):	ALL	Session Time:	All sessions with scores equal to or above
		Student Score:	All students with scores equal to or above 70%
		Student Time:	All students

Student ID	Auxiliary ID	Student Name	Session Count	Total Time Hrs : Min	Avg Session Time Hrs : Min	Total Session Score	Total Lesson Score
000332303		Abraham, Elizabeth	17	1:36	0:06	81/91 (89%)	81/91 (89%)
000867998		Abreu, Jenniffer	39	7:06	0:11	196/214 (92%)	196/214 (92%)
000580321		Adams, Vanecia	1	0:13	0:13	4/4 (100%)	4/4 (100%)
000849124		Afari, Elizabeth	103	28:20	0:17	732/790 (93%)	732/790 (93%)
000664546		Alexander, Dwight	34	3:17	0:06	134/151 (89%)	134/151 (89%)
000685836		Alison-Kon Teh, Abaris	15	2:44	0:11	97/110 (88%)	97/110 (88%)
000707048		Alsina, Christopher	1	0:06	0:06	5/5 (100%)	5/5 (100%)
000407871		Alston, Kirkland	24	5:16	0:13	143/159 (90%)	143/159 (90%)
000709483		Asencio, Carlos	17	1:36	0:06	78/90 (87%)	78/90 (87%)
000684952		Ashford, Satara	2	0:55	0:28	20/26 (77%)	20/26 (77%)