

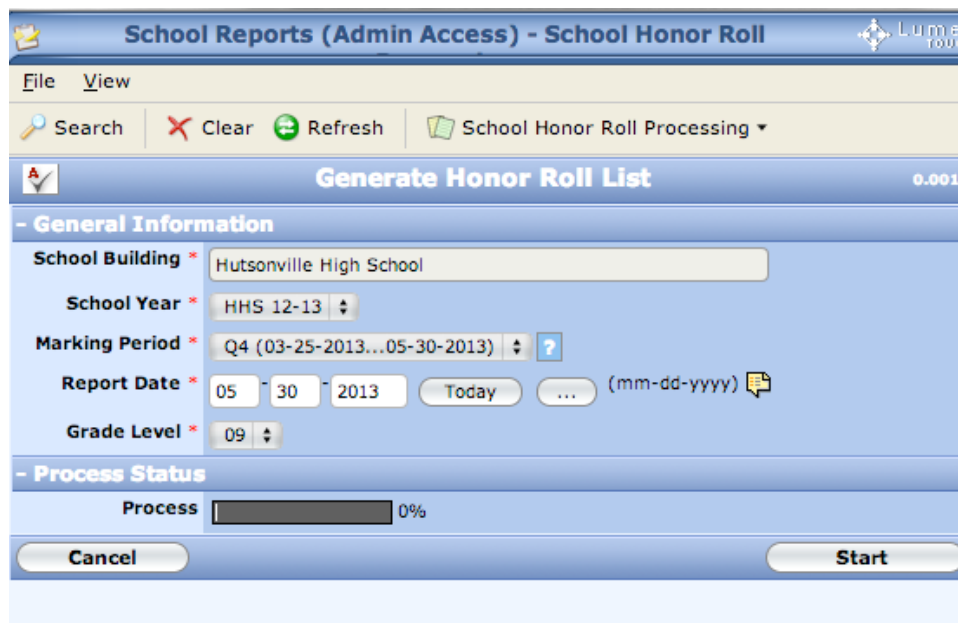
## School Honor Roll Processing

This is a school level application. The purpose of this application is to utilize the Honor Roll Templates and Honor Roll Processing Parameters assigned to each school and grade level and process the selected marking period to determine what Honor Rolls students have met and also track those that have not and why.

[EzStart -> Lumen Touch - School -> School Reports -> School Reports -> School Honor Roll Processing](#)

### Generate Honor Roll List

1. Select the **Marking Period** and **Grade Level** to process for Honor Rolls. Provide the information displayed in the screenshot below and then select the **Start** option. This will generate the Honor Roll information for the Marking Period and Grade Level indicated. The date is used to determine from enrollment the students processed.
2. Click **Start**. This will generate the Honor Roll information for the Marking Period and Grade Level indicated.



3. After selecting a processed honor roll to examine the system will display what is show on the screen shot below.
4. Notice the **Detail Information** tab.
  - 4.1. This allows you to examine the results of processing. Notice student Adams, Madison P. in the list. She has information listed for **NME Honor Roll With Distinction** and **NME Honor Roll**.
  - 4.2. The **NME Honor Roll Status = Y** which indicates this student has met the requirements for this Honor Roll Template.

- 4.3. The **NME Honor Roll With Distinction Status = N** indicates this student did not meet the requirements for this Honor Roll Template. It is important to note why there are two entries listed for this student. Honor Roll Templates have a rank value assigned to them. This controls the order by which they are processed.
- 4.4. The **NME Honor Roll With Distinction** has a **Rank value = 100** and was this processed first as the **NME Honor Roll Template** has a **Rank value = 90**. The **NME Honor Roll With Distinction** was processed first and found that the student did not meet the requirements. Therefore the system proceeded to the **NME Honor Roll Template** of which the student did meet the requirements.
- 4.5. The reason the student has two honor roll templates listed is because the system processed both. If the student had met the **NME Honor Roll With Distinction** requirements, then it would have been the only one listed.

Detail Information

0.752

**School Honor Roll Processing (Detail Information)**

Search By: Student Name   
 Student Lumen ID   
 Honor Roll NME Honor Roll with Distinction  
 Honor Roll Status Meets Criteria

Total: 70

#	Grade Level	Student Name	Marking Period	GPA	Lumen ID	Template Name	Status	ODT Tmpl.	<input type="checkbox"/>
1	03	Adams, Laniya M.		4.000	246156	NME Honor Roll with Distinction	Yes	Yes	<input type="checkbox"/>
2	03	Adams, Madison P.		3.750	246138	NME Honor Roll with Distinction	No	Yes	<input type="checkbox"/>
3	03	--//--		3.750	246138	NME Honor Roll	Yes	Yes	<input type="checkbox"/>
4	03	Adams, Nancy F.		4.000	246308	NME Honor Roll with Distinction	Yes	Yes	<input type="checkbox"/>
5	03	Adams, Sarah B.		3.750	246137	NME Honor Roll with Distinction	No	Yes	<input type="checkbox"/>
6	03	--//--		3.750	246137	NME Honor Roll	Yes	Yes	<input type="checkbox"/>
7	03	Adams, Tashima R.		3.500	246136	NME Honor Roll with Distinction	No	Yes	<input type="checkbox"/>
8	03	--//--		3.500	246136	NME Honor Roll	Yes	Yes	<input type="checkbox"/>
9	03	Akins, Herguin M.		3.750	246127	NME Honor Roll with Distinction	No	Yes	<input type="checkbox"/>
10	03	--//--		3.750	246127	NME Honor Roll	Yes	Yes	<input type="checkbox"/>

5. *Every student who was eligible for honor rolls will be listed at least once* in this table. The reason for this is the system was designed to provide assistance to users to determine why a student did and did not meet the requirements of any applicable honor rolls. In our example we selected the HS A Honor Roll Template for the student to examine to determine why they did not meet the requirements.
6. Clicking on a student's name that did not meet the criteria will display a detail report showing the requirements the student did not meet as well as how the GPA was calculated.

[Detail Information](#) | 
 [Template Information](#) | 
 [Course Enrollment \(for Honor Roll\)](#)

**Detail Information**

**- General Information**

**Template \*** NME Honor Roll with Distinction [Detail](#)  
**Student \*** Madison Adams

**- Status**

**Status \*** No

**- Detail Information**

<b>GPA Value</b>	3.750	<table border="1"> <tr> <td colspan="2"><b>Step 1 - Getting Points from Grading Scale</b></td> </tr> <tr> <td>3.000</td> <td>(Core Reading)</td> </tr> <tr> <td>4.000</td> <td>(Spelling)</td> </tr> <tr> <td>4.000</td> <td>(English)</td> </tr> <tr> <td>4.000</td> <td>(Math)</td> </tr> <tr> <td colspan="2"><b>Step 2 - Calculating Sum of Grade Points</b></td> </tr> <tr> <td colspan="2">3.000 + 4.000 + 4.000 + 4.000 = <u>15.000</u></td> </tr> <tr> <td colspan="2"><b>Step 3 - Calculating GPA</b></td> </tr> <tr> <td colspan="2">15.000 / 4 = <u>3.750</u></td> </tr> </table>	<b>Step 1 - Getting Points from Grading Scale</b>		3.000	(Core Reading)	4.000	(Spelling)	4.000	(English)	4.000	(Math)	<b>Step 2 - Calculating Sum of Grade Points</b>		3.000 + 4.000 + 4.000 + 4.000 = <u>15.000</u>		<b>Step 3 - Calculating GPA</b>		15.000 / 4 = <u>3.750</u>	
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<b>GPA Requirements *</b>	No																			
<b>Grade Value Requirements *</b>	Yes																			
<b>Course Requirements *</b>	Yes																			
<b>Min. # of Credits included in GPA Calc. *</b>																				
<b>Attendance Requirements *</b>	Yes																			
<b>Student Class Load Requirements *</b>	Yes																			

- 6.1. Course Enrollment (for Honor Roll)
- 6.2. This tab displays the courses used to process this **Honor Roll Template** and its criteria. It displays the courses the student was enrolled for the indicated marking period at the time honor roll processing was performed.