

Class Rank

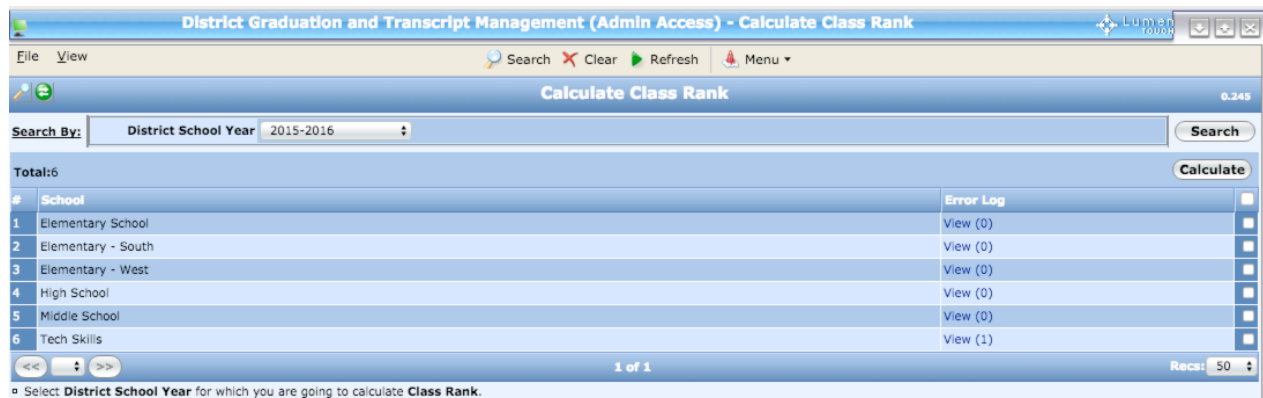
Calculate Class Rank

The class rank is calculated when grades are posted to transcripts, however it may be necessary to recalculate the class rank if changes are made after the grades are posted. (Example: A student is entered in the Class Rank Exception.) Select the building and click **Calculate**.

EzStart -> Lumen Touch - District Main -> District Graduation and Transcript Management -> District Graduation and Transcript Management -> Calculate Class Rank

or

EzStart -> Lumen Touch - School -> School Transcript Management -> School Transcript Management -> Calculate Class Rank



#	School	Error Log
1	Elementary School	View (0)
2	Elementary - South	View (0)
3	Elementary - West	View (0)
4	High School	View (0)
5	Middle School	View (0)
6	Tech Skills	View (1)

Class Rank Report

EzStart -> Lumen Touch - District Main -> District Graduation and Transcript Management -> District Graduation and Transcript Management -> Class Rank Reports

or

EzStart -> Lumen Touch - School -> School Transcript Management -> School Transcript Management -> Class Rank Report

1. Enter the Search Criteria by choosing the GPA, Building, School Year, and Anticipated Graduation School Year.
2. The Class Rank Student Exception can be viewed, edited, and added to by clicking the Class Rank Student Exception.
3. The students display in order of class rank and can be printed or emailed. Clicking on the column heading for student name will sort the students by name.
4. See **Class Rank Exceptions** for information on removing students from the class rank.