

Flagged Assignments Report

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[Report Editor](#) | [Generating the Flagged Assignments Report](#)

PATH: *Campus Instruction > Reports > Flagged Assignments*

The Flagged Assignments report in Campus Instruction allows you to view assignments for students in the selected section that have been flagged in the Grade Book as Missing, Incomplete, Late, Turned In, or Exempt. This report queries all sections that the selected students are enrolled in, including those not taught by the current user.

Flagged Assignments ★

Instruction > Reports > Flagged Assignments

Select Report: Flagged Assignments

Flagged Assignments

This report will find assignments flagged as incomplete, late, missing, and/or exempt during a specified term or date range. The report will include assignments from a student's entire schedule.

Context

Term: 2 - (10/07/19 - 12/27/19) | Section: 1) 3600-4 AP Literature (Daily)

Report Options

Include assignments due from:

Date Range

Start Date: 04/02/2020 | End Date: 04/09/2020

Term

Include assignments in:

Term Grade x Semester x

Assignments to Include:

Missing
 Late
 Incomplete
 Turned In
 Exempt

Format Options:

Include Score Comments
 Add Page Breaks

Select Students*

<input checked="" type="checkbox"/>	Name ↑	Student #	Grade
<input checked="" type="checkbox"/>	Student, Andy	123456789	10
<input checked="" type="checkbox"/>	Student, Brooke J	141900017	10
<input checked="" type="checkbox"/>	Student, Carson	12345678...	09
<input checked="" type="checkbox"/>	Student, Jordan E	234567891	12
<input checked="" type="checkbox"/>	Student, Kyle M	345678912	09
<input checked="" type="checkbox"/>	Student, Luke C	456789123	12
<input checked="" type="checkbox"/>	Student, Lydia J	567891234	10

Buttons: Generate PDF, Save Options, Apply Options

Generate a list of flagged assignments.

Report Editor

Report Editor Fields	
Include Assignment Due From	Assignments are included by due date, either by entering a specific Date Range or selecting an entire Term
Include Assignments in	Limits assignments reported to only those in the selected task(s) and/or standard(s). Reports from all of the student's sections.

Report Editor Fields	
Assignments to Include	<p>Teachers flag assignments in the Grade Book. Select which of the flag(s) to include in the report:</p> <ul style="list-style-type: none"> • Missing: Score calculates based on the Missing Assignment Preference set, if applicable. • Late: No effect of scores. • Incomplete: No effect on scores. • Turned In: No effect on scores. • Exempt: Score not included in calculation.
Format Options	<ul style="list-style-type: none"> • Include Score Comments: Teachers have the option of entering comments for a score. Mark this checkbox to include them. • Add Page Breaks: Generate this report with page breaks to distribute to individual students, or without page breaks if the report is for staff use rather than distribution.
Students	All students actively enrolled in the section are marked by default. Unmark students to remove them from the report.

Generating the Flagged Assignments Report

1. Select the **Term** and **Section** to populate the student list.
2. Indicate if assignments should be included whose Due Dates fall within the entered **Date Range** or the selected **Term**.
3. Indicate which **Flags** should cause assignments to be included, *Missing*, *Late*, *Incomplete*, or *Exempt*.
4. Indicate if **Score Comments** should be included.
5. Mark the **Add Page Breaks** option if you intend to distribute this report to students.
6. Leave **Students** to include in the report marked, unmark any that should not be included. Flagged assignments from the selected students' entire schedules are included in the report. Filter the student list by entering a Student Group if desired.
7. Click **Generate PDF** to view the report in PDF format or click the arrow button next to **Generate** to select a different format.

The results of the report include all assignments with the selected flags for each student across all sections, not just the selected section.

Assignment Report

assignments | Due between 11/01/2013 and 12/30/2013.

Student, Andrew T (Grade 11)

Count: 4

Course	Teacher	Assignment	Points Possible	Due Date	Flag(s)
580511-1000 AP Calculus (A)	Katie Smith	Trigonometric Functions Worksheet	100	11/26/2013	Missing
580511-1000 AP Calculus (A)	Katie Smith	Trigonometric Functions Worksheet	50	11/26/2013	Missing
580511-1000 AP Calculus (A)	Katie Smith	Blue Team Assignment	50	12/19/2013	Exempt
580511-1000 AP Calculus (A)	Katie Smith	Green Team Assignment	50	12/19/2013	Incomplete

Student, Bree W (Grade 10)

Count: 5

Course	Teacher	Assignment	Points Possible	Due Date	Flag(s)
580511-1000 AP Calculus (A)	Katie Smith	Trigonometric Functions Worksheet	100	11/26/2013	Late
580511-1000 AP Calculus (A)	Katie Smith	Trigonometric Functions Worksheet	50	11/26/2013	Late
580511-1000 AP Calculus (A)	Katie Smith	Trigonometric Functions Worksheet	-	11/26/2013	Exempt
580511-1000 AP Calculus (A)	Katie Smith	Green Team Assignment	50	12/19/2013	Late
580511-1000 AP Calculus (A)	Katie Smith	Blue Team Assignment	50	12/19/2013	Exempt

Student, Brooke J (Grade 09)

Count: 5

Course	Teacher	Assignment	Points Possible	Due Date	Flag(s)
580511-1000 AP Calculus (A)	Katie Smith	Trigonometric Functions Worksheet	-	11/26/2013	Missing
580511-1000 AP Calculus (A)	Katie Smith	Trigonometric Functions Worksheet	100	11/26/2013	Incomplete

An example of the Flagged Assignments report.