- 1. Log-in to MiSis
- 2. Click on REPORTS
- 3. Left tab, click on CLASS ROSTER FIVE COLUMNS



Fill information according to the ESC and School Information:

Educational Service Center: Select the applicable center: N,S, W or East

School: Select the current school site you are assigned to

Teacher: Select all for all classrooms, select individual if applicable

Period: Un-check "Select All" and scroll all the way down, look for "H" homeroom, click on "H"



1

Period: Un-check "Select All" and scroll all the way down, look for "H" homeroom, click on "H"

Effective Date: The current date you are working on, or applicable for future use

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Vi Integrated Student Information System				Students Admin Re	ports Support	ROBERTA RODRIGUEZ [59:57]
Type here to find a report	Class Roster Five Colu					
Athletic Eligibility	Educational Service Center:	N	School(s):	BYRD MIDDLE SCHOOL		View Report
Attendance     Attendance Not Submitted With	Teacher(s):	ALCANTAR, EDUARDO-006935	Period(s):	H		
Attendance Summary Report	Effective Date:	8/12/2014	Class Room:		<b>`</b> ~	
Class Roster Five Columns Classroom Attendance Totals by	Merge Roster:	Yes	Attendance Certification	: □4 □5 □6		
Teacher Discrepancy Report				□7 □8		
CALPADS				₩н		
EXCEPTION REPORTS						

### Merge Roster: Yes

### Attendance Certificate: Yes

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Vising and Ducket Information System				Students Admin R	eports Support	ROBERTA RODRIGUEZ [59:55]
Type here to find a report	Class Roster Five Colu					
Athletic Eligibility	Educational Service Center:	N	School(s):	BYRD MIDDLE SCHOOL	~	View Report
Attendance     Attendance Not Submitted With	Teacher(s):	ALCANTAR, EDUARDO-006935	Period(s):	Н	•	
····· Attendance Summary Report	Effective Date:	8/12/2014	Class Room:	BLBX, DEAN, MUSC, RSP, 11	01 🗸	
Class Roster Five Columns Classroom Attendance Totals by	Merge Roster:	Yes	Attendance Certification:	Yes		
Master Absence Report Teacher Discrepancy Report						

Click on VIEW REPORT, a new window will appear see example below

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rpe here to find a report	Clas	ss Roster Five Colu									
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Teacher Discrepancy Report					Find	Next 🔜 -	Ð				
- CALPADS		Los Angeles Unified So	hool District								
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Census	Sun	501. 5050	F	BYRD MIL		E SCHOOL				Run Time:	12:51:47
Court Order	Too	har ANDERSON ALE	I Dariad: H	Room: 1220	l Gla	Course Name: HOL	MEROOM			Effective Del	- 9/12/2
Meal Program Roster	#	District ID	Student Name	Date of	Gr	Course Section (	18/12/14 0	8/13/14	08/14/14	08/15/14	08/18/1
Student Exclusion			Student Nume	Birth		course-section v		0.10/14			
Student ID	1	101203M026	ADAME, ERIK	10/12/03	6	420103-1					
English Learner	2	041503M029	AGUILAR, BRIAN	04/15/03	6	420103-1					
Annual English Learner Letter	3	120802F048	AGUILAR, PAMELA QUIAMBAO	12/08/02	6	420103-1					
English Learner Roster	4	012303F047	AGUILAR, VANESSA NICOLE	01/23/03	6	420103-1					
Initial English Learner Letter	5	010303F002	AMAYA-VELIS, GABRIELA	01/03/03	6	420103-1					
Master Plan Labels	6	051003M056	ARIAS MEZA, CARLOS RAUL	05/10/03	6	420103-1					
Favorites	7	042803M018	CASTANEDA-LINARES, FERNAN	04/28/03	6	420103-1					
avontes	8	070303M073	DAVID, MIGUEL LEUTERIO	07/03/03	6	420103-1					
	9	081103M043	DE LEON, OSCAR BRUNO	08/11/03	6	420103-1					
	10	031703M043	DELA CRUZ, PATRICK MANZAN	03/17/03	6	420103-1					
	11	081402M105	DERAS, CARLOS RODRIGO	08/14/02	6	420103-1					
	12	121002F007	DIAZ, BRENDA	12/10/02	6	420103-1					
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Click on the save icon, a drop down will appear

# Click on PDF

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Vy Integrated Student Monnadon System			Students Admin Reports	Support ROBERTA RODRIGUEZ [59:39]
Type here to find a report	Class Roster Five Colu			
- Athletic Eligibility - Attendance	Educational Service Center: N Teacher(s): ALCANTAR, ED	School(s):  DUARDO-006935(     Period(s):	BYRD MIDDLE SCHOOL	View Report
Attendance Not Submitted with     Attendance Summary Report     Class Roster Five Columns     Class Roster Five Columns	Effective Date: 8/12/2014 Merge Roster: Yes	Class Room:	BLBX, DEAN, MUSC, RSP, 1101	
Master Absence Report     Teacher Discrepancy Report	I4 4 1 of 60 ▶ ▶I ↓	Find   Next		
CALPADS	Los Angeles Onlined School District	CSV (com	ma delimited)	
Court Order	School: 8080	BYRD MID DLE SCHO( PDF Five Column Class Works MHTML (w	Run Date: 08/11/2014 Run Time: 12:51:47 PM	
Meal Program Roster	Teacher: ANDERSON, ALEX E Period: H	Room: 1220 Course Excel	Effective Date: 8/12/2014	
···· Student Exclusion	# District ID Student Name	Date of Gr Course- Birth Word	14/1 08/15/14 08/18/14	
Student ID	1 101203M026 ADAME, ERIK	10/12/03 6 420103-1		
English Learner	2 041503M029 AGUILAR, BRIAN	04/15/03 6 420103-1		
Annual English Learner Letter	3 120802F048 AGUILAR, PAMELA	12/08/02 6 420103-1		

# Click on Open

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Student ID	1	101203M026	ADAME, ERIK	10/12/03	6	420103-1						1			
English Learner	2	041503M029	AGUILAR, BRIAN	04/15/03	6	420103-1									
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English Learner Roster	4	012303F047	AGUILAR, VANESSA NICOLE	01/23/03	6	420103-1									
Initial English Learner Letter	5	010303F002	AMAYA-VELIS, GABRIELA STE	01/03/03	6	420103-1									
Reclassification Label	6	051003M056	ARIAS MEZA, CARLOS RAUL	05/10/03	6	420103-1									
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	9	081103M043	DE LEON, OSCAR BRUNO	08/11/03	6	420103-1									
	10	031703M043	DELA CRUZ, PATRICK MANZAN	03/17/03	6	420103-1									
	11	081402M105	DERAS, CARLOS RODRIGO	08/14/02	6	420103-1									
	12	121002F007	DIAZ, BRENDA	12/10/02	6	420103-1									
	13	050203M048	FERNANDEZ, JAVIER ALEXAND	05/02/03	6	420103-1									~
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The report below will be created for printing.

# Click on the icon of the printer

	Los Angeles Unifie	ed School District								
Sch	nool: 8080		BYRD MI	DDLI	E SCHOOL				Run Date	ə: 08/11/201
			Five Colum	n Cla	ss Worksheet				Run Time:	12:52:27 P
Tea	cher: ANDERSON,	ALEX E Period: H	Room: 1220		Course Name: HC	OMEROON	1		Effective Da	te: 8/12/201
#	District ID	Student Name	Date of Birth	Gr	Course-Section	08/12/14	08/13/14	08/14/14	08/15/14	08/18/14
1	101203M026	ADAME, ERIK	10/12/03	6	420103-1					
2	041503M029	AGUILAR, BRIAN	04/15/03	6	420103-1					
3	120802F048	AGUILAR, PAMELA QUIAMBAO	12/08/02	6	420103-1					
4	012303F047	AGUILAR, VANESSA NICOLE	01/23/03	6	420103-1					
5	010303F002	AMAYA-VELIS, GABRIELA STE	01/03/03	6	420103-1					
6	051003M056	ARIAS MEZA, CARLOS RAUL	05/10/03	6	420103-1					
7	042803M018	CASTANEDA-LINARES, FERNAN	04/28/03	6	420103-1					
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9	081103M043	DE LEON, OSCAR BRUNO	08/11/03	6	420103-1					
10	031703M043	DELA CRUZ, PATRICK MANZAN	03/17/03	6	420103-1			_		
11	081402M105	DERAS, CARLOS RODRIGO	08/14/02	6	420103-1					
12	121002F007	DIAZ, BRENDA	12/10/02	6	420103-1					
13	050203M048	FERNANDEZ, JAVIER ALEXAND	05/02/03	6	420103-1					
14	121102F066	GONZALEZ, GEORGINA ISABEL	12/11/02	6	420103-1					
15	041703M077	GONZALEZ, JESSE JUAN	04/17/03	6	420103-1					