Export student names from PowerTeacher Pro

PowerSchool

Reports

- Individual Student Report
- Multi-Function Assignment Re[port]
- Scoresheet Report
- **Student Roster**

Sidebar navigation:
- Class
- A+ Grading
- Students
- Progress
- Reports
- Settings
- Apps

2. Click STUDENT ROSTER

1. Click REPORTS
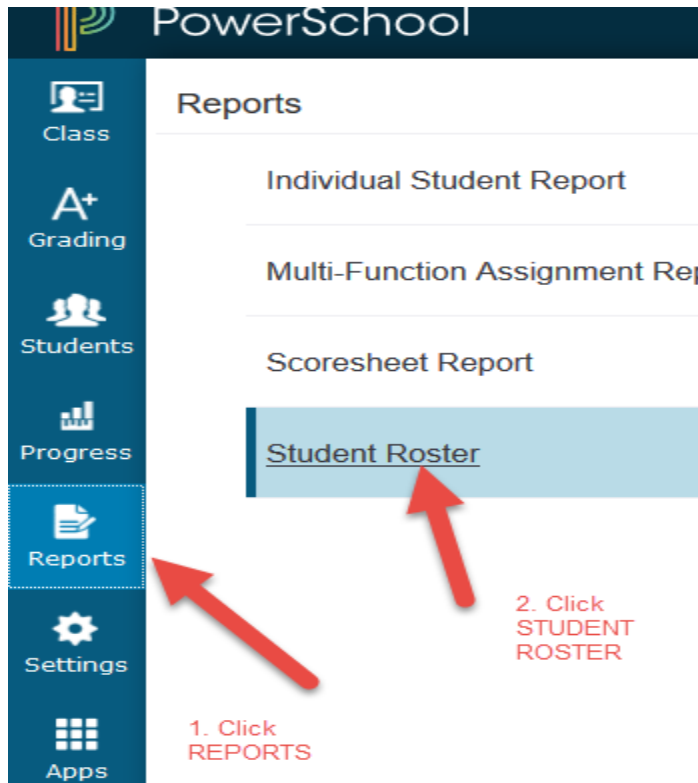
Criteria | Students | Format

Report Title	Student Roster Report
Description	Student demographic information and blank co[lumns]
Classes	Select Classes
Use Custom Class Name	
Sort Options	
Students	Last Name
Display	
Columns	Add Columns

2. Click through the CRITERIA - STUDENTS tabs and adjust the drops down on the page accordingly

Column	Column Name on Report	Order	Remove

Orientation | Landscape

Output | PDF

PDF

Excel

Exclude Row Shading (for printed reports)

Top Note | Bold

Characters Left: 256

Bottom Note | Include | Bold

Characters Left: 256

Signature Line | Include

egend

:ons * - Required Field

Run Report

Opening Student_Roster_Report_Sep_13_2018_9_14_AM.xlsx ✕

You have chosen to open:

📊 **Student_Roster_Report_Sep_13_2018_9_14_AM.xlsx**

which is: Microsoft Office Excel Worksheet (3.4 KB)

from: blob:

What should Firefox do with this file?

⦿ Open with | Microsoft Office Excel (default) ▾

◯ Save File

☐ Do this automatically for files like this from now on.

OK | Cancel