



MyEducationBC

Transcript Definitions and Report Cards Kindergarten to Grade 9

October 2016
Draft One

The purpose of this document is to provide districts and schools with information to help understand what to expect from a combination of transcript definition and report card in MyEducation BC.

The document is arranged by Transcript Definition in the order they appear on the pick list in MyEducation BC. It provides a visual of the data that was entered in the reporting term columns in the gradebook and what printed on the report card. Notes about things to watch for are given where they are known.

This document shows tests done specifically for the Primary, Intermediate and Middle Years report cards. Secondary report cards are not included as they allow entry of percent, which is not applicable to Kindergarten to Grade 9 students.

Kindergarten report cards **must** use the Kindergarten rubric in order for the assessment to show correctly.

Test Methodology

Each transcript definition was assigned to a different course. One student was assigned all of the courses. Grade input was prepared for Tri 1, 2, 3, Q1, Q2, Q3, Q4, Term. Report card data was entered for the student in all terms in all courses. If the application allowed both letters and numbers in the data entry, each was entered at least once for the course. The comment was entered in the final term and reflected the transcript definition and anything noted while entering data. Grades were posted for all terms. Report cards were printed 9 ways: Primary Report Tri3, Q4, Term – Intermediate Report Tri3, Q4, Term – Middle Years Report Tri3, Q4, Term. This document includes only those tests that printed all data correctly.

Contact the Fujitsu service desk if you have questions about the functioning of the transcript definitions or report cards.

This is a living document. If you have notes to add, please contact Chris.Wilson@ca.fujitsu.com

Document date: October 18, 2016

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2 Semester-LG-Weighted Avg-No Exam Transcript Definition

Data entered:

Q1 Grade ↕	Q1 WH ↕	Q1 Com ↕	Q2 Grade ↕	Q2 WH ↕	Q2 Com ↕	Q3 Grade ↕	Q3 WH ↕	Q3 Com ↕	Q4 Grade ↕	Q4 WH ↕	Q4 Com ↕	Final ↕ Update
C†			C+†									C

Course: HE: HOME ECONOMICS 08 APPLIED SKILLS
 School: Cambie Secondary
 Teacher:
 Comments/Ways to Support Learning:
 2 semester LG only

Term	1	2	3	4	F
L.G.	C	C+			C
W.H.					
Abs.	0	0	0	0	0

Middle Years Report Card

Printed Quarter 2 (end of the semester)

3 Term % Only - Weighted Average – Exam Transcript Definition

Data entered:

Tri 1 ↓ ↓	Tri 1 WH ↓ ↓	Tri 1 Com ↓ ↓	Tri 2 ↓ ↓	Tri 2 WH ↓ ↓	Tri 2 Com ↓ ↓	SchExam S1 ↓ ↓	Tri 3 ↓ ↓	Tri 3 WH ↓ ↓	Tri 3 Com ↓ ↓	Final ↓ ↓	Update
80!	G!		70!	G!		100!	80!	G!		77	

Accepts only percents

Will not allow entry of letter grades or performance standards

Work habits can be entered or ignored

HE: FOOD STUDIES 10				
Comments/Ways to Support Learning: 3 Term % only - Weighted Average - Exam				
will not allow entry of letter grades				
Term	1	2	3	F
L.G.	60	70	80	77

Intermediate Report Card

Printed Trimester 3

Note: exam result does not print but exam result weighted equally with terms in final grade

Course: HE: FOOD STUDIES 10	Exam: 100	Term	1	2	3	4	F
School: Cambie Secondary		L.G.	C	C+	B		B
Teacher: _____		W.H.	G	G	G		
Comments/Ways to Support Learning: 3 Term % only - Weighted Average - Exam		Abs.	0	0	0		0
will not allow entry of letter grades							

Middle Years Report Card

Printed Trimester 3

Note: Q4 column will always be empty

Percent entered is converted to a letter grade on report card

Exam mark prints

3 Term % only - Weighted Average - No Exam Transcript Definition

Data entered:

Tri 1 ↕	Tri 1 WH ↕	Tri 1 Com ↕	Tri 2 ↕	Tri 2 WH ↕	Tri 2 Com ↕	Tri 3 ↕	Tri 3 WH ↕	Tri 3 Com ↕	Final ↕ Update
50 !			60 !			70 !			60
50.0 C-			60.0 C			70.0 C+			60.0 C

Accepts only percents

Will not allow entry of letter grades or performance standards

Work habits can be entered or ignored

BE: BUSINESS EDUCATION 09 GENERAL

Comments/Ways to Support Learning:

3 Term % only - Weighted Average - No Exam
will not allow entry of letter grades

Term	1	2	3	F
L.G.	50	60	70	60

Intermediate Report Card

Printed Trimester 3

Course: BE: BUSINESS EDUCATION 09 GENERAL

School: Cambie Secondary

Teacher:

Comments/Ways to Support Learning:

3 Term % only - Weighted Average - No Exam
will not allow entry of letter grades

Term	1	2	3	4	F
L.G.	C-	C	C+		C
W.H.					
Abs.	0	0	0		0

Middle Years Report Card

Printed Quarter 4

Note: percents entered were converted to letter grades

3 Term LG Only - Weighted Average - No Exam Transcript Definition

Data entered:

Tri 1 [Red Flag]	Tri 1 WH [Red Flag]	Tri 1 Com [Red Flag]	Tri 2 [Red Flag]	Tri 2 WH [Red Flag]	Tri 2 Com [Red Flag]	Tri 3 [Red Flag]	Tri 3 WH [Red Flag]	Tri 3 Com [Red Flag]	Final [Red Flag]	Update
C!		[File Icon]	C+!	G!	[File Icon]	B!	G!	[File Icon]	C+	

Accepts only letter grades

Will not allow entry of percents

Work habits can be entered or ignored

HE: FOOD STUDIES 11

Comments/Ways to Support Learning:

3 Term LG only - Weighted Average - No Exam

will not allow entry of percent

Term	1	2	3	F
L.G.	C	C+	B	C+

Intermediate Report Card

Printed Trimester 3

Course: HE: FOOD STUDIES 11

School: Cambie Secondary

Teacher: [Redacted]

Comments/Ways to Support Learning:

3 Term LG only - Weighted Average - No Exam

will not allow entry of percent

Term	1	2	3	4	F
L.G.	C	C+	B		C+
W.H.		G	G		
Abs.	0	0	0		0

Middle Years Report Card

Printed Quarter 4 AND

Printed Trimester 3

Note: Q4 column will always be empty

4 Term - FY- % Only - Weighted Avg - Final Exam Transcript Definition

Data entered:

Q1 Grade	Q1 WH	Q1 Com	Q2 Grade	Q2 WH	Q2 Com	Q3 Grade	Q3 WH	Q3 Com	Q4 Grade	Q4 WH	Q4 Com	SchExam S2	Final
80			70			80			90			100	80

Will not allow entry of letter grades or performance standards

Course: HE: FOOD STUDIES 12	Term	1	2	3	4	F
School: Cambie Secondary	L.G.	C	C+	B	A	B
Teacher: [REDACTED]	W.H.					
Comments/Ways to Support Learning: 4 Term - FY - % Only - Weighted Avg - Final Exam	Abs.	0	0	0	0	0
will not allow entry of letter grades						

**Middle Years Report Card
Printed Quarter 4**

4 Term - FY - LG - Weighted Average - No Exam Transcript Definition

Data entered:

Q1 Grade	Q1 WH	Q1 Com	Q2 Grade	Q2 WH	Q2 Com	Q3 Grade	Q3 WH	Q3 Com	Q4 Grade	Q4 WH	Q4 Com	Final
B			B			B			B			B

Will not allow entry of percents or performance standards

Course: HE: TEXTILES LEVEL FOUR	Term	1	2	3	4	F
School: Cambie Secondary	L.G.	B	B	B	B	B
Teacher: [REDACTED]	W.H.					
Comments/Ways to Support Learning: 4 Term - FY - LG - Weighted Average - No Exam	Abs.	0	0	0	0	0
will not allow entry of percents						

**Middle Years Report Card
Printed Quarter 4**

Comment Only Courses – Quarterly Transcript Definition



Course: TE: CADD 09 APPLIED SKILLS
School: Cambie Secondary
Teacher: [REDACTED]
Comments/Ways to Support Learning:
Comment only courses - Quarterly

Middle Years Report Card
Printed Tri 3 AND
Printed Quarter 4

Comment Only Courses – Trimesters Transcript Definition



TE: ELECTRICAL ENGINEERING 09 APPLIED SKILLS
Comments/Ways to Support Learning:
Comment Only Courses - Trimesters

Intermediate Report Card
Printed Tri 3

Course: TE: ELECTRICAL ENGINEERING 09 APPLIED SKILLS
School: Cambie Secondary
Teacher: [REDACTED]
Comments/Ways to Support Learning:
Comment Only Courses - Trimesters

Middle Years Report Card
Printed Trimester AND
Printed Quarter 4

Elementary - Interim. With Final Transcript Definition

Data entered:

Tri 1 Perf.	Tri 1 Com 	Tri 2 Perf.	Tri 2 Com 	Tri 3 Perf.	Tri 3 Com 	Final
AE !		ME !		EE !		B !

Accepts Performance Standards as term marks

Accepts Letter Grade as final mark only

Will not accept percent entry

No work habits

HE: TEXTILES LEVEL ONE				
Comments/Ways to Support Learning: Elementary - Interim. with final				
Term	1	2	3	F
L.G.	AE	ME	EE	B
Allows PS for terms and LG for final only				

Intermediate Report Card Printed Trimester 3










HE: TEXTILES LEVEL ONE						
_____	is	NOT YET MEETING	APPROACHING	MEETING	EXCEEDING	expectations
Comments:					X	
Elementary - Interim. with final						
Allows PS for terms and LG for final only						

Primary Report Card Printed Trimester 3

Report card displays mark for selected term only

Elementary - Kindergarten/Primary Transcript Definition

Data entered:

Tri 1 Perf.	Tri 1 Com 	Tri 2 Perf.	Tri 2 Com 	Tri 3 Perf.	Tri 3 Com 
NYM 		ME 		AE 	

Accepts Performance Standards only

No work habits

Tri 3 mark is the final mark

HE: TEXTILES ARTS & CRAFTS LEVEL TWO

Comments/Ways to Support Learning:
Elementary - Kindergarten/Primary

Term	1	2	3
L.G	NYM	ME	AE

Intermediate Report Card

Printed Trimester 3

HE: TEXTILES ARTS & CRAFTS LEVEL TWO

_____ is NOT YET MEETING APPROACHING MEETING EXCEEDING expectations

Comments:

Elementary - Kindergarten/Primary

	X		
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Primary Report Card

Printed Trimester 3

International Baccalaureate Transcript Definition

This report card is restricted to authorized IB schools who have submitted their letter of authorization from IB International.

IB Schools using the IB MYP report card **must** choose this transcript definition.

Quarterly - No Calculated Final Transcript Definition

Data entered:

Q1 Grade	Q1 WH	Q1 Com	Q2 Grade	Q2 WH	Q2 Com	Q3 Grade	Q3 WH	Q3 Com	Q4 Grade	Q4 WH	Q4 Com	Final
80			C+			70			80			B

Work habits can be entered or ignored

Accepts percent and letter grades

Course: MA: FOUNDATIONS OF MATHEMATICS 11

School: Cambie Secondary

Teacher: _____

Comments/Ways to Support Learning:
Quarterly - No Calculated Final

allows entry of letter grades or percent
final mark is manually entered

Term	1	2	3	4	F
L.G.	C	C+	C+	B	B
W.H.					
Abs.	0	0	0	0	0

Middle Years Report Card

Printed in Quarter 4

Quarterly - No School Exam Transcript Definition

Data entered:

Q1 Grade	Q1 WH	Q1 Com	Q2 Grade	Q2 WH	Q2 Com	Q3 Grade	Q3 WH	Q3 Com	Q4 Grade	Q4 WH	Q4 Com	Final
80			C+			80			90			B

Work habits can be entered or ignored

Accepts percent and letter grades

Course: HE: TEXTILES LEVEL TWO

School: Cambie Secondary

Teacher: _____

Comments/Ways to Support Learning:
quarterly no school exam

calculate final % with ability to a manually override with a LG

Term	1	2	3	4	F
L.G.	C	C+	B	A	B
W.H.					
Abs.	0	0	0	0	0

Middle Years Report Card

Printed Quarter 4

Quarterly - With School Exam Transcript Definition

Data entered:

Name	YOG	Q1 Grade	Q1 WH	Q1 Com	Q2 Grade	Q2 WH	Q2 Com	SchExam S1	Q3 Grade	Q3 WH	Q3 Com	Q4 Grade	Q4 WH	Q4 Com	SchExam S2	Final
Abando, Lander	2019	90 !			70 !				B !			90 !			100 !	79 !
Average score		66.0 C			70.0 C+				79.0 B			90.0 A			100.0 A	79.0 B

Accepts letter grade or percent

Course: TE: TECHNOLOGY EDUCATION 09 ENGINEERING	Term	1	2	3	4	F
School: Cambie Secondary	L.G.	C	C+	B	A	B
Teacher:	W.H.					
Comments/Ways to Support Learning: Quarterly with school exam	Abs.	0	0	0	0	0

Middle Years Report Card

Printed Quarter 4

Single Term Transcript Definition

Data entered:

Q1 Grade	Q1 WH	Q1 Com	Final
60 !			B !

Accepts letter grade or percent

Work habits can be entered or ignored (box will be empty if not entered)

Course: SC: PHYSICS 12	Term	1	2	3	4	F
School: Cambie Secondary	L.G.	C				B
Teacher:	W.H.					
Comments/Ways to Support Learning: Single Term	Abs.	0				0

Allows entry of % or LG in both term and final

Middle Years Report Card

Printed in Term




Note: Q2, Q3, Q4 will always be empty

NOTE: Each subsequent term overwrites the data from previous terms. Districts and schools can save the information:

- Pdf all report cards and save on your network
- Run the course marks GDE and save on your network
- Create a column in teacher grade book for the term mark

Summer Intermediate Grade Scale Final Transcript Definition

Data entered:

Tri 1 Perf.	Tri 1 Com 	Final 
ME 		B 

Single term – subsequent reports overwrite previous

Accepts Performance Scale for term mark

Accepts Letter Grade for final mark

No work habits

SC: PHYSICS 11

Comments/Ways to Support Learning:

Summer Intermediate Grade Scale Final

only allow PS in term

only allow LG in final

Term	1	2	3	F
L.G.	ME			B

Intermediate Report Card

Printed in Term

Note: Terms 2 & 3 will always be blank

NOTE: Each subsequent term overwrites the data from previous terms. Districts and schools can save the information:

- a. Pdf all report cards and save on your network
- b. Run the course marks GDE and save on your network
- c. Create a column in teacher grade book for the term mark

Summer Intermediate Perf Scale Final Transcript Definition

Data entered:

Tri 1 	Tri 1 Com 	Final 
ME !		ME !

Single Term - subsequent reports overwrite previous

Accepts Performance Scale

No work habits

HE: TEXTILES ARTS & CRAFTS LEVEL ONE				
Comments/Ways to Support Learning: Summer Intermediate Perf Scale Final PS only both term and final				
Term	1	2	3	F
L.G.	ME			ME

Intermediate Report Card

Printed in Term

Course: HE: TEXTILES ARTS & CRAFTS LEVEL ONE					
School: Cambie Secondary					
Teacher: _____					
Comments/Ways to Support Learning: Summer Intermediate Perf Scale Final PS only both term and final					
Term	1	2	3	4	F
L.G.	ME				ME
W.H.					
Abs.	0				0

Middle Years Report Card

Printed in Term

NOTE: Each subsequent term overwrites the data from previous terms. Districts and schools can save the information:

- a. Pdf all report cards and save on your network
- b. Run the course marks GDE and save on your network
- c. Create a column in teacher grade book for the term mark

Trimester Calculated Final Transcript Definition

Data entered

Tri 1	Tri 1 WH	Tri 1 Com	Tri 2	Tri 2 WH	Tri 2 Com	Tri 3	Tri 3 WH	Tri 3 Com	SchExam S1	Final
60			C+			70			100	80

Can enter percent or letter grade

Update calculates a percent

Letter grade contributes the mid-range percent to the overall final percent calculation

Final percent can be manually updated to a letter grade

Exam can be entered as percent or letter grade or ignored

Work habits can be entered or ignored

MA: APPRENTICESHIP AND WORKPLACE MATH 10

Comments/Ways to Support Learning:

Trimester - Calculated Final (Sch Exam)

exam can be % or LG

Calculates a percent

Can update to LG

Term	1	2	3	F
L.G.	60	C+	70	80

Intermediate Report Card

Printed Trimester 3

Course: MA: APPRENTICESHIP AND WORKPLACE MATH 10

School: Cambie Secondary

Exam: 100

Teacher:

Comments/Ways to Support Learning:

Trimester - Calculated Final (Sch Exam)

exam can be % or LG

Calculates a percent

Can update to LG

Term	1	2	3	4	F
L.G.	C	C+	C+		B
W.H.					
Abs.	0	0	0		0

Middle Years Report Card

Printed Trimester 3 AND

Printed Quarter 4

Note: Q4 column will always be empty

Trimester Calculated Final (Sch Exam) Transcript Definition

Data entered:

Tri 1	Tri 1 WH	Tri 1 Com	Tri 2	Tri 2 WH	Tri 2 Com	Tri 3	Tri 3 WH	Tri 3 Com	SchExam S1	Final
80			C+			70			100	80

Accepts entry of letter grade or percent

Calculates final percent

MA: APPRENTICESHIP AND WORKPLACE MATH 10

Comments/Ways to Support Learning:

Trimester - Calculated Final (Sch Exam)

exam can be % or LG

Calculates a percent

Can update to LG

Term	1	2	3	F
L.G.	60	C+	70	80

Intermediate Report Card

Printed Trimester 3

Note: exam result does not print but exam result weighted equally with terms in final grade

Course: MA: APPRENTICESHIP AND WORKPLACE MATH 10

School: Cambie Secondary

Exam: 100

Teacher:

Comments/Ways to Support Learning:

Trimester - Calculated Final (Sch Exam)

exam can be % or LG

Calculates a percent

Can update to LG

Term	1	2	3	4	F
L.G.	C	C+	C+		B
W.H.					
Abs.	0	0	0		0

Middle Years Report Card

Printed Quarter 4 AND

Printed Trimester 3

Prints letter grades only

Converts percentages to letter grades

Trimester Cumulative Final Transcript Definition

Data entered:

Tri 1 ⚠	Tri 1 WH ⚠	Tri 1 Com ⚠	Tri 2 ⚠	Tri 2 WH ⚠	Tri 2 Com ⚠	Tri 3 WH ⚠	Tri 3 Com ⚠	Final ⚠
50 !			C+ !					70 !

Accepts entry of letter grades or percents

Course: EN: AP ENGLISH & LITERATURE 12
 School: Cambie Secondary
 Teacher:
 Comments/Ways to Support Learning:
 Trimester - Cumulative Final
 Accepts both percent and letter grade on input

Term	1	2	3	4	F
L.G.	C-	C+			C+
W.H.					
Abs.	0	0	0		0

Middle Years Report Card

Printed Trimester 3

Note: Tri 3 is the final

Table Highlighting Report Cards and Transcript Definitions

Reports were printed in all three final term possibilities

This table highlights the report card (column headings) if you prefer to start your decision process from there.

Tran Def	Primary Tri	Primary Q4	Primary Term	Intermed iate - Tri (3)	Intermed iate Q4	Intermed iate "Term"	Middle Tri (3)	Middle Q4	Middle Term
2 sem % wtd avg - final exam	No	No	No	No	No	No	No	No	No
2 sem letter grd - wtd avg - no exam	No	No	No	No	No	No	No	Yes	No
3 Term - % Only - Weighted Average - Exam	No	No	No	Yes	No	No	Yes	Yes	No
3 Term - % Only - Weighted Average - No Exam	No	No	No	Yes	No	No	Yes	Yes	No
3 Term LG Only - Weighted Average - No Exam	No	No	No	Yes	No	No	Yes	Yes	No
4 term full year, % only wtd - final	No	No	No	No	No	No	No	Yes	No
4 term full year, ltr wtd - no final	No	No	No	No	No	No	No	Yes	No
Comment only Quarterly	No	No	No	No	No	No	Yes	Yes	No
Comment only Trimesters	No	No	No	Yes	No	No	Yes	Yes	No
Elem- Interm w Final	Yes	No	No	Yes	No	No	No	No	No
Elementary - Kindergarten/Primary	Yes	No	No	Yes	No	No	No	No	No
Quarterly No Calculated Final	No	No	No	No	No	No	No	Yes	No
Quarterly no school exam	No	No	No	No	No	No	No	Yes	No
Quarterly with school exam	No	No	No	No	No	No	No	Yes	No
Single Term	No	No	No	No	No	No	No	No	Yes
Summer Elementary (Rubrics)	No	No	No	No	No	No	No	No	No
Summer Intermediate Grade Scale Final	No	No	No	No	No	Yes	No	No	No
Summer Intermediate Perf Scale Final	No	No	No	No	No	Yes	No	No	Yes
Trimester - Calc Final	No	No	No	Yes	No	No	Yes	Yes	Yes
Trimester - Calculated Final (Sch Exam)	No	No	No	Yes	No	No	Yes	Yes	Yes
Trimester - Cumulative Final	No	No	No	No	No	No	Yes	Yes	No

Note: 2 semester LG prints accurately when printed at the end of the semester – Q2 or Q4