

Student Performance Roster: Additional Information

Overview

The following provides additional information when using the Student Performance Roster.

Additional Information

Attendance does not have to be submitted for every student in the class at the same time

The requirement to mark attendance for every student before submitting the roster has been removed. Now, faculty can submit the roster with only the students they are ready to assess at the time.

NOTE: Attendance is still required in order to submit a flag or trend. Attendance is an integral part of the big picture of the student's progress in a class, so it must be submitted if other data is also being reported.

Only updated students appear in the Student Center, tables, and reports

Only students who are updated on the roster when the roster is submitted will appear in the Student Center, tables, and reports. This means that if there are 20 students in the class and only 15 are updated when the roster is submitted, only those 15 updated students will see their student performance roster data in the Student Center and the FLAGs reports will only contain data for those 15 students. This will allow the reporting to more accurately reflect which students are updated when a roster is submitted.

“Submit without changes” button

As a result of the fix above, only updated students appear in the Student Center, tables, and reports when a roster is submitted. Some campuses have a need to submit the roster multiple times throughout the term, even if there aren't any updates to make, to comply with the Registrar's Office's requirements.

If a faculty member has already submitted the roster for the term and needs to perform the task requested by the Registrar's Office to review the attendance and submit it by a specified date, but there aren't any new changes to be made, the faculty member can click “Submit without changes.” This will update the “last submitted on” date on the roster and the Faculty Center > My Schedule page where it shows the Student Performance Roster status, but each individual student will NOT be updated in the Student Center. The Registrar's Office understands that if the roster's “last submitted on” date has changed that the roster was reviewed and submitted (with or without changes) on that date.

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- NOTE:** The “Submit without changes” button only appears under the following conditions:
- After the roster has been “submitted” at least once with data
 - The day after a roster has been “submitted” (with changes)
 - Only once per day. If the “Submit without changes” button has already been selected on a given day, it will not appear available again until the next day. Multiple submissions without changes in the same day do not add any value to the roster, therefore, the button has been disabled.

In the example below, note that the roster was submitted on 9/5/2012, so the “Submit without changes” button is available.

Student Performance Roster

REMINDER: Click the "Save" button while you are working on your roster. When you want to submit the values to the student center, click the "Submit" button. You can "Submit" your roster multiple times throughout the term.

[View FERPA Statement](#)

GEOL-G 107 ENVIRONMENTAL GEOLOGY
Lecture (8594)
Fall 2012 | Regular Academic Session | IUPUI | Undergraduate

Meeting Information

Days & Times	Room	Instructor	Meeting Dates
TuTh 10:30AM - 11:45AM	ICTC (IT) 252		08/20/2012 - 12/17/2012

[Return to My Schedule](#) [Save](#) [Submit without changes](#) [Submit](#) last submitted on 09/05/2012 [Load from File](#)

[Assign Grading Proxy](#) [Set blank attendance to attending](#)

Enrolled

ID	Name	Academic Program/Plan	Academic Level	Enrollment Status	Attendance	Trends	Flags	Recommended Student Actions	Submitted
1 0000001111	Student, Ima	Liberal Arts Undergraduate - Political Science BA	Sophomore	Enrolled	Irregular Attendance			Recommended Student Actions	<input checked="" type="checkbox"/>

- NOTE:** Any updates that have been saved before the “Submit without changes” button is clicked will NOT be submitted. They will be saved until the faculty member clicks the “Submit” button to send those changes to the Student Center, tables, and reports.

In the example below, the current date is 12/10/2012 and the roster has already been submitted on the current date, therefore, the “Submit without changes” button is grayed out. This roster was submitted without changes with saved data. Note that the “Last Saved On” box is populated for the second student on the roster. If the faculty member wants to submit these changes to the Student Center, he can click “Submit.” The “Submitted” box will then be checked and the “Last Saved On” box will be blank.

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Student Summary Assessments

Student Performance Roster

REMINDER: Click the "Save" button while you are working on your roster. When you want to submit the values to the student center, click the "Submit" button. You can "Submit" your roster multiple times throughout the term. [View FERPA Statement](#)

HER-V 501 INTRO TO DESIGN THINKING
Lecture (12840)
Fall 2012 | Eight Week - First | IUPUI | Graduate

Meeting Information

Days & Times	Room	Instructor	Meeting Dates
Mo 12:30PM - 3:00PM	Eskenza Hall (HR) 111C		08/20/2012 - 10/14/2012

Return to My Schedule Save Submit without changes Submit last submitted on 12/10/2012

Assign Grading Proxy Set blank attendance to attending Load from File

Enrolled

ID	Name	Academic Program/Plan	Academic Level	Enrollment Status	Attendance	Last Saved On	Submitted
1 0000002222	Student, Two	Informatics Graduate - Media Arts & Science MS	Graduate	Enrolled	Attending		<input checked="" type="checkbox"/>
2 0000003333	Student, Three	Herron Art Graduate - Visual Communication Design MFA	Graduate	Enrolled	Irregular Attendance	12/10/12 2:29PM	<input type="checkbox"/>

Administrative Withdrawal Attendance Values Not Displayed for Non-Standard Sessions

Non-standard sessions are used for classes that do not meet for the duration of a regular session, like the entire term, first eight weeks, second eight weeks, first summer, or second summer. These classes are usually shorter and therefore do not have the same criteria for when the administrative withdrawal attendance values can be applied. Since there is no formula that can be applied to non-standard session classes, the administrative withdrawal attendance values are no longer available for use for classes in the following sessions: NON (Non-standard), NS1 (Non-standard 1), or NS2 (Non-standard 2). If an instructor needs to assign an administrative withdrawal value to a student in a non-standard session class, he should contact the Registrar's Office so it can be processed manually.