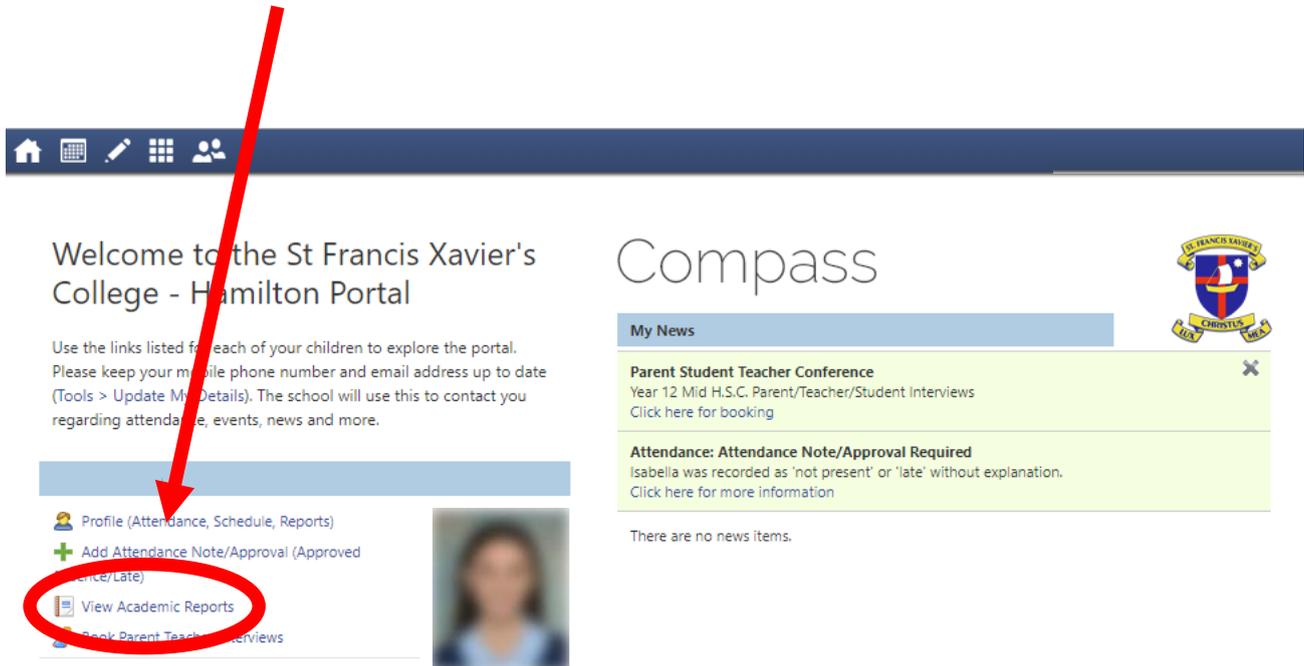
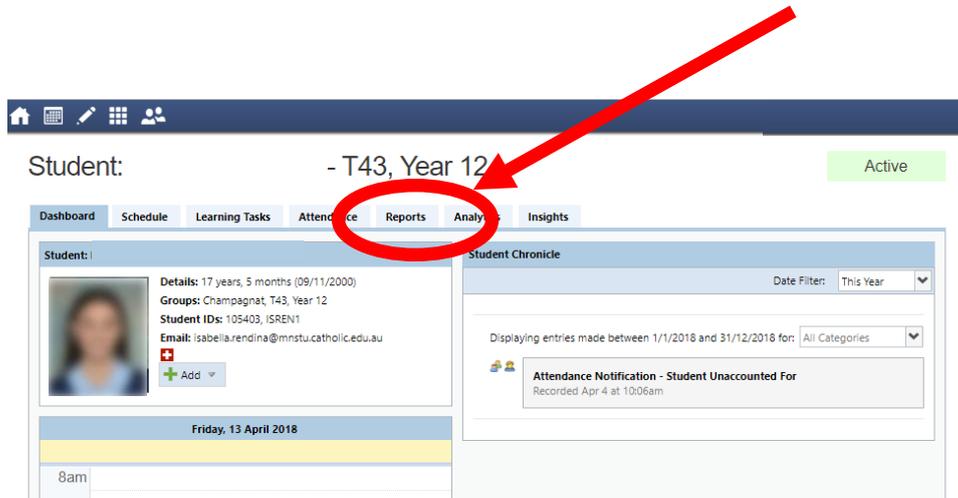


ACCESSING STUDENT REPORTS VIA COMPASS

1. Access the Compass Parent Portal. You will notice a notification saying that **Reports are available from the Dashboard or through your child's Profile**. Click the link to access the Reports tab of your student's Profile.

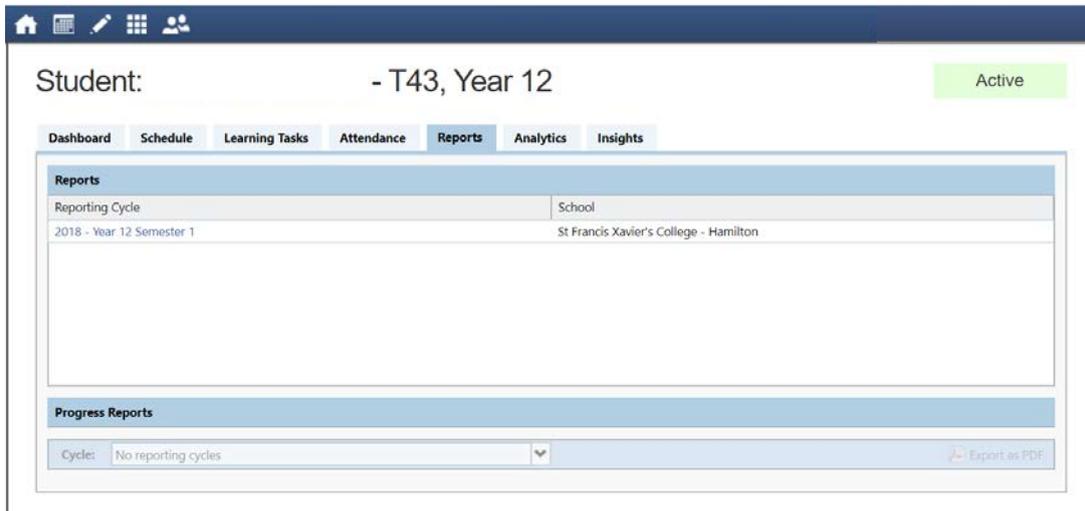


*ALTERNATIVE ACCESS: Go into the student's Profile and select the **Reports** tab.*



2. You will now be able to view the Student Reports through two different methods. The Semester Reports show a summarised overview of the Student Reports. To access the PDF version, click the desired link in the **Reports** section.

The following screen appear, click on the Reporting Cycle required,
For example: **2018 – Year 12 Semester 1**



The following screen appear, click **OK** and your child's Report will open in a PDF Reader for you to download and Save

