«Student\_No» «First\_Name» «Last\_Name»

|  |  |  |  |
| --- | --- | --- | --- |
| **Student** | {{student\_name}} {{nickname}} | **Student ID** | {{student\_id}} |
| **Course** | {{course}} | **Class** | {{class\_name}} |
| **Start Date** | {{start\_date}} | **Finish Date** |  |
| **Teacher/s** | {{teacher\_one}} and {{teacher\_two}} | | |

**Write test results in percentage values**

*NA = Test not given, Hols = Holidays, Abs = Absent, DNS = Did not Submit*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Start Week |  |  |  |  |  |  |  |  |  |  |
| **Week** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
| Grammar | {{G1}} | {{G2}} | {{G3}} | {{G4}} | {{G5}} | {{G6}} | {{G7}} | {{G8}} | {{G9}} | {{G10}} |
| Vocabulary | {{V1}} | {{V2}} | {{V3}} | {{V4}} | {{V5}} | {{V6}} | {{V7}} | {{V8}} | {{V9}} | {{V10}} |
| Listening | {{L1}} | {{L2}} | {{L3}} | {{L4}} | {{L5}} | {{L6}} | {{L7}} | {{L8}} | {{L9}} | {{L10}} |
| Reading | {{R1}} | {{R2}} | {{R3}} | {{R4}} | {{R5}} | {{R6}} | {{R7}} | {{R8}} | {{R9}} | {{R10}} |

**Select grades (A, B, C, etc) as per conversion table below**

*NA = Test not given, Hols = Holidays, Abs = Absent, DNS = Did not Submit*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Week** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
| Writing | {{W1}} | {{W2}} | {{W3}} | {{W4}} | {{W5}} | {{W6}} | {{W7}} | {{W8}} | {{W9}} | {{W10}} |
| Speaking | {{S1}} | {{S2}} | {{S3}} | {{S4}} | {{S5}} | {{S6}} | {{S7}} | {{S8}} | {{S9}} | {{S10}} |
| Pronunciation | {{P1}} | {{P2}} | {{P3}} | {{P4}} | {{P5}} | {{P6}} | {{P7}} | {{P8}} | {{P9}} | {{P10}} |

|  |  |  |  |
| --- | --- | --- | --- |
| **Overall** | | | |
| **Reading** | **Writing** | **Speaking** | **Listening** |
| {{ROA}} | {{WOA}} | {{SOA}} | {{LOA}} |

**Participation**: {{participation}} **Leavers:** {{level\_up}}

**Teacher Comments:**

|  |
| --- |
| {{teacher\_comments}} |

|  |  |  |
| --- | --- | --- |
| **Percentage** | **Impact Grade** | **Promotion Guide** |
| 80 - 100 | A - Excellent | Mostly A’s - Promote to next level |
| 65 – 79 | B - Good | A’s & B’s - Consider for promotion |
| 50 – 64 | C - Developing | B’s & C’s - Stay in current level |
| 35 – 49 | D - Needs Improvement | D’s - Stay in current level |
| 0 - 34 | E - Unsatisfactory | E’s - Return to previous level |

*\* For an overall A for there should be at least two A’s on tasks. Teachers, please enter speaking and writing results every week.*