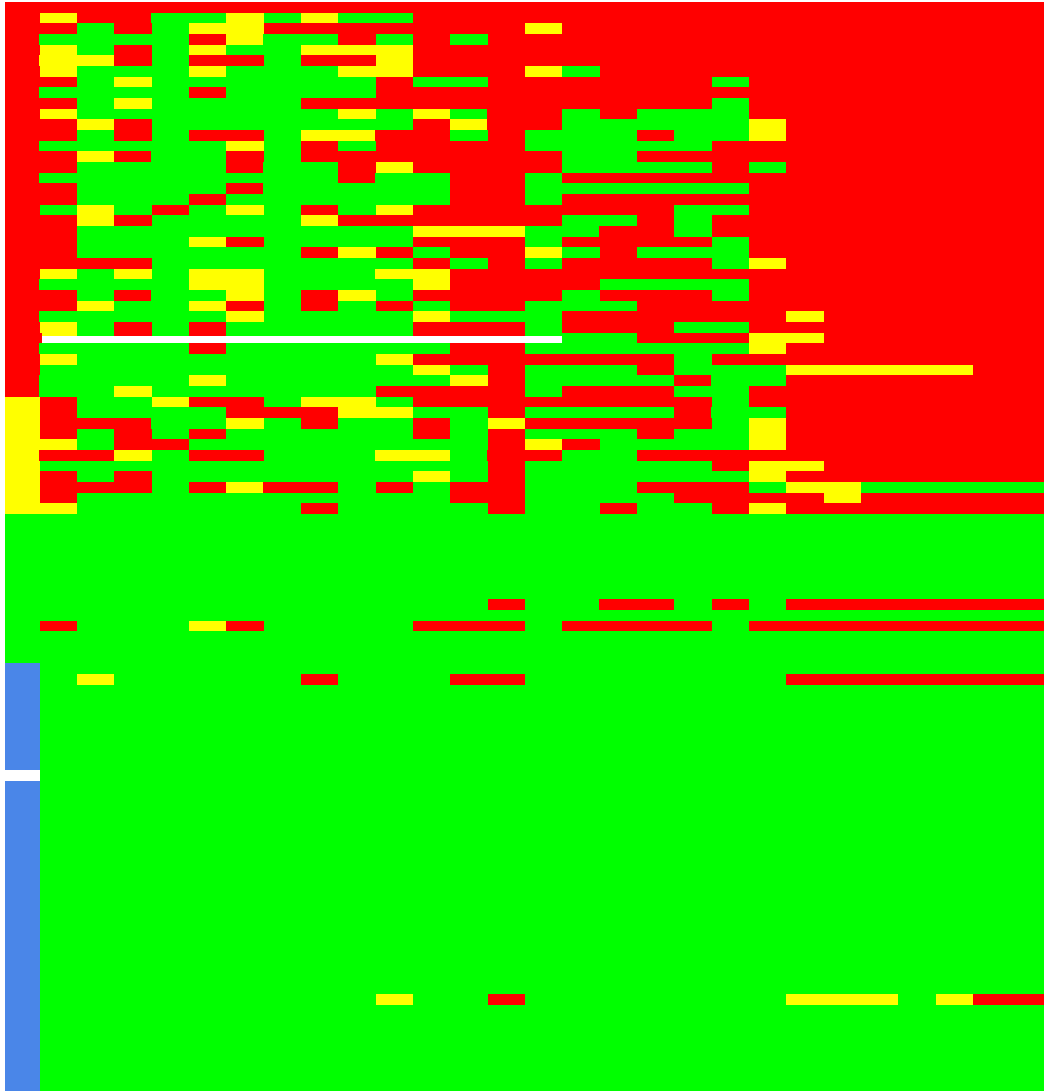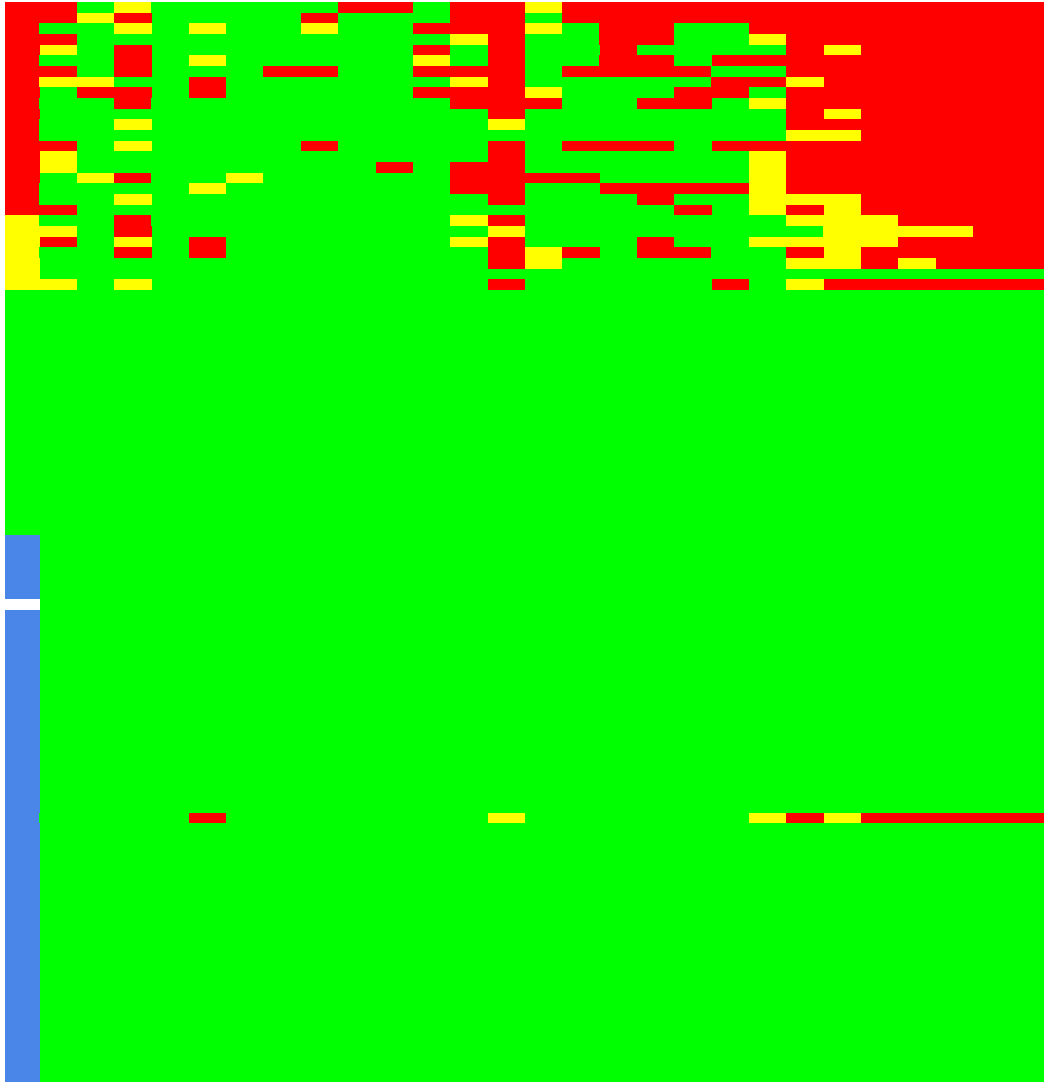Acadeience Kindergarten Composit Fall 2020 Lowest to Highest
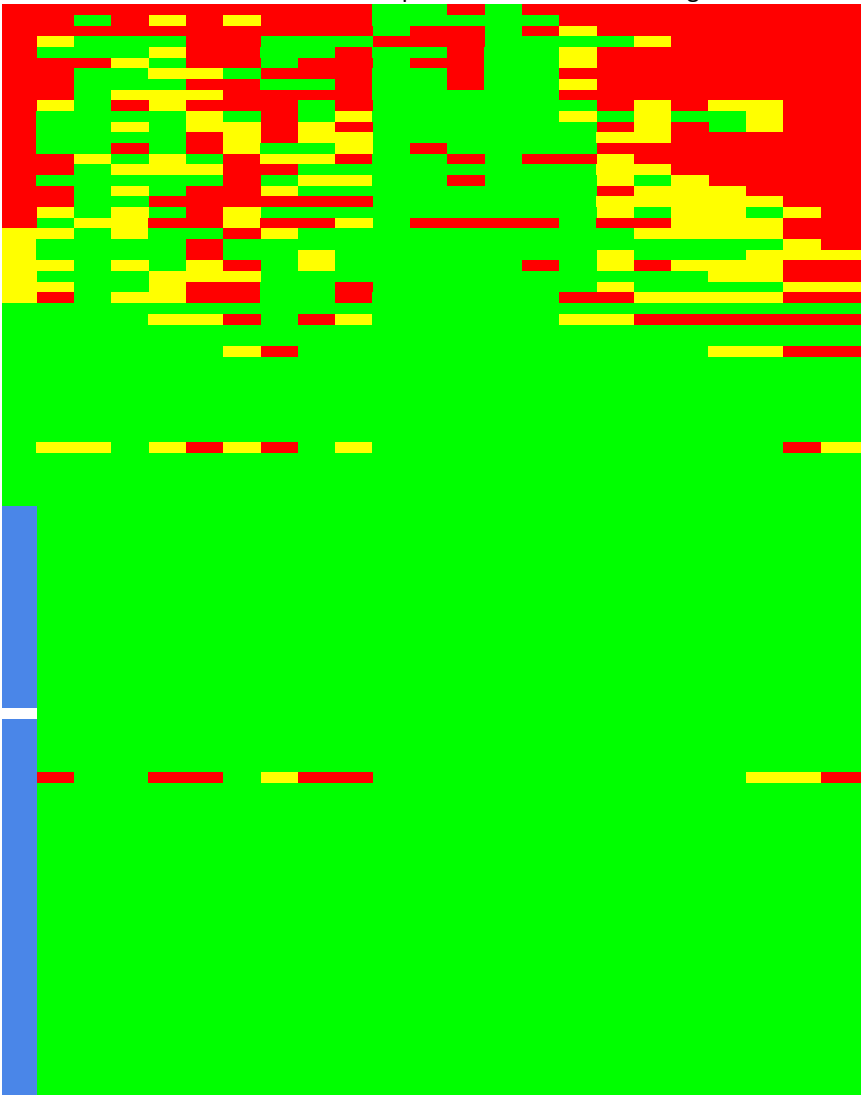
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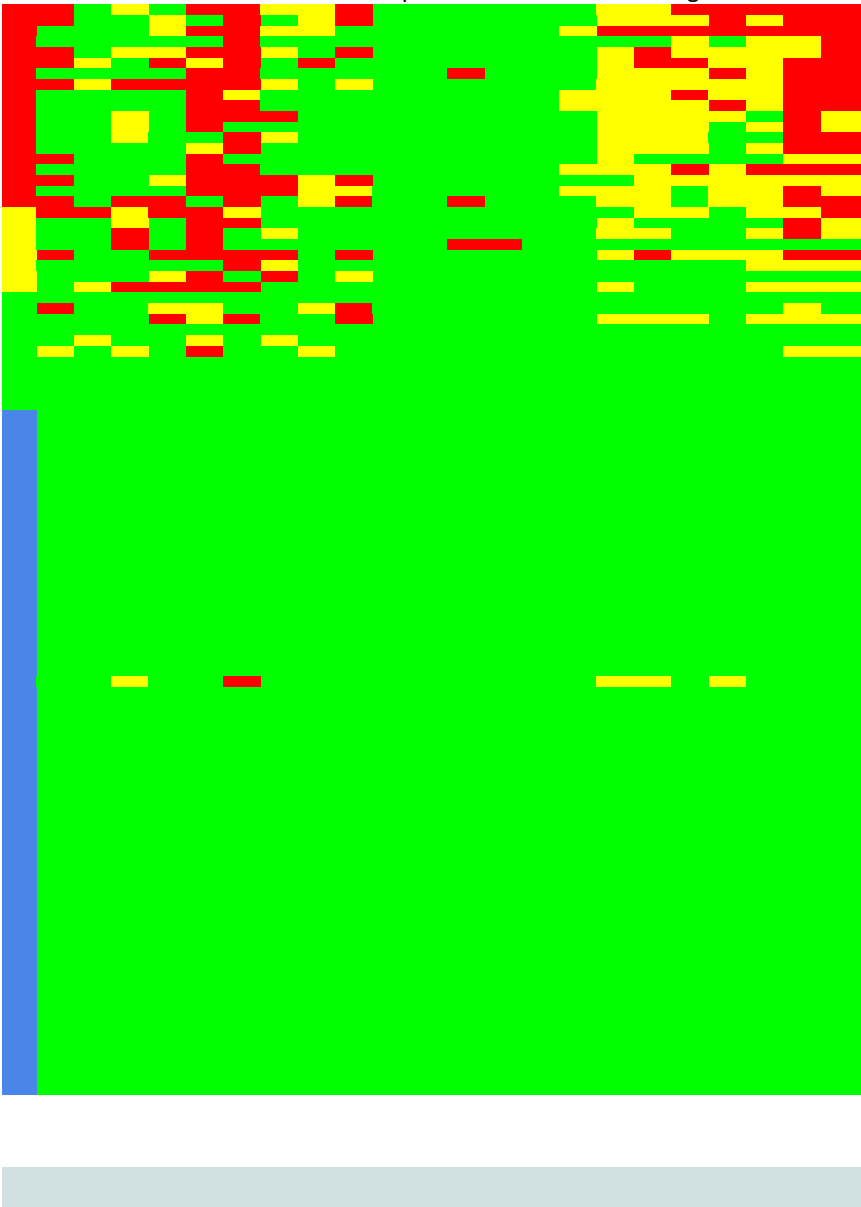
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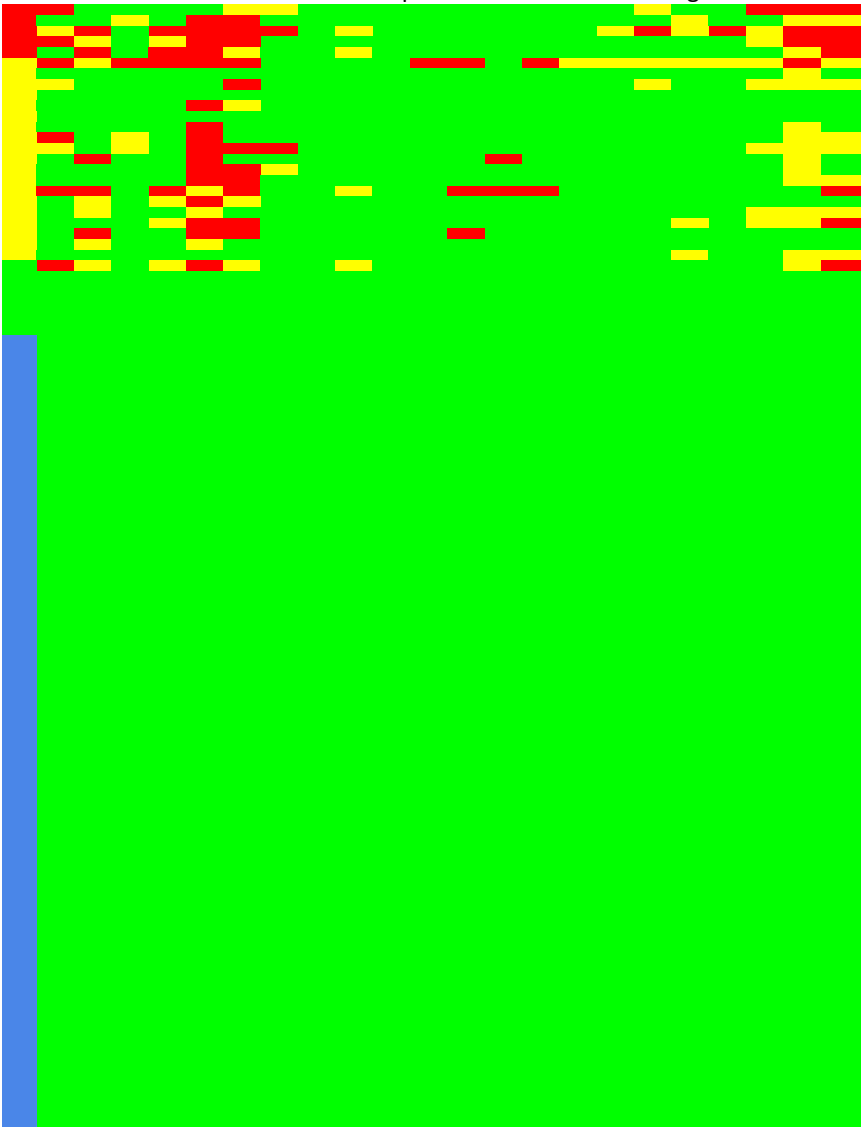
Acadeience 3rd Grade Composit Fall 2020 Lowest to Highest

Acadeience 4th Grade Composit Fall 2020 Lowest to Highest

Acadeience 5th Grade Composit Fall 2020 Lowest to Highest

1 Use google doc for PAST Report from ROAR
2 Do one grade at a time
3 Make new excell workbook name by year and Test window (Fall, Winter, Spring)
4 Open google doc for given grade
5 Select all
6 Copy
7 Transfer to excel worksheet
8 Name sheet by grade
9 Select all
10 Sort by B "Beginning of year" - or whatever benchmark is needed
11 Go to bottom of B and delete E and M rows
12 If doing E or M - delete other test rows
13 Delete all unnecessary columns: B, Names, Teacher, etc.
14 Select all
15 Clear data (leaves color)
16 Change to "No borders"
17 Highlight all columns
18 Change column width to 1.5
19 Highlight all rows
20 Change Row Height to 5
21 SAVE
22 Repeat for other grades on other sheets of workbook