1. From Portal account, go to More->Student Reports

Today	More
Calendar	
Assignments	Address Information
Grades	Assessments
Grade Book Updates	Demographics
Attendance	Family Information
Schedule	Health
Fees	Important Dates
Documents	Lockers
Message Center	Transportation
More	Online Registration
	Student Reports
	Spanish Online Registration
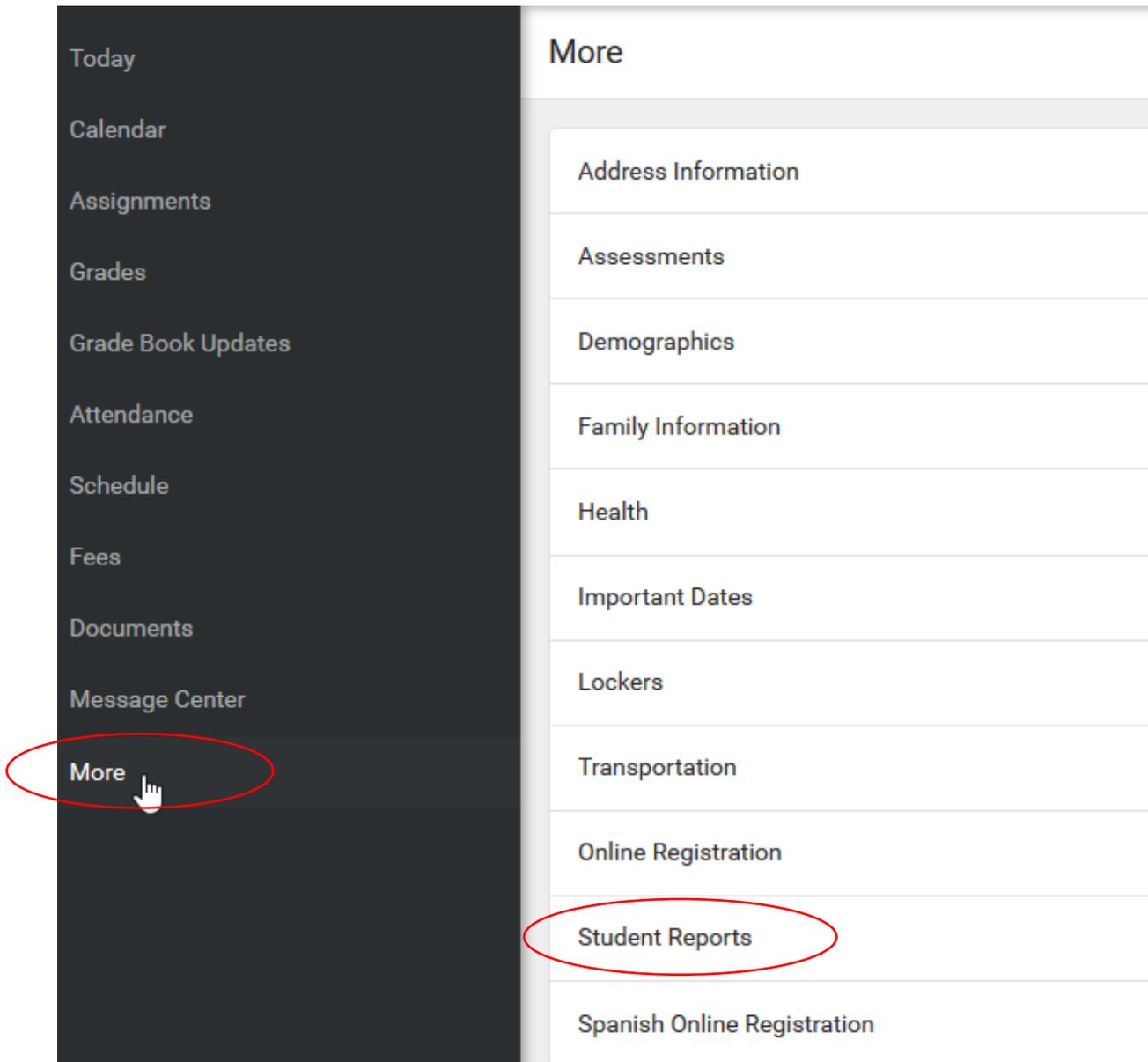
2. Select Student: From the dropdown menu, highlight the student on the second line of school (the first line is for SY19-20 and the second line is for SY 20-21)
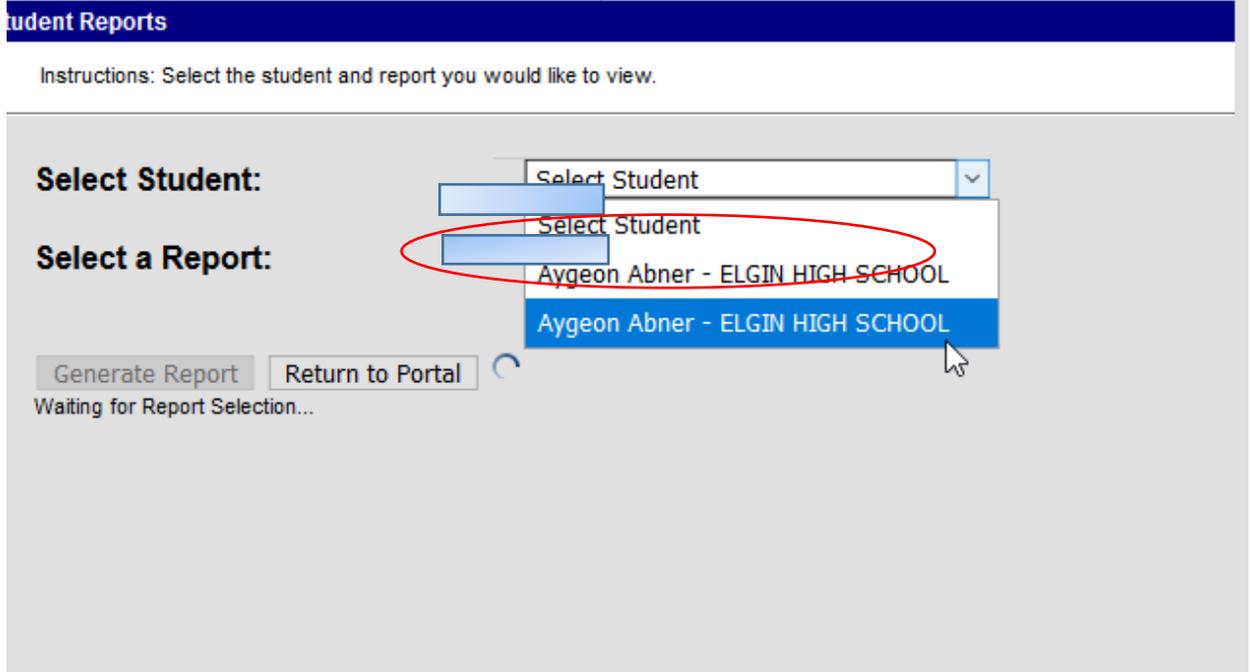
3. Select a Report: Select Scratch Schedule from the dropdown menu.
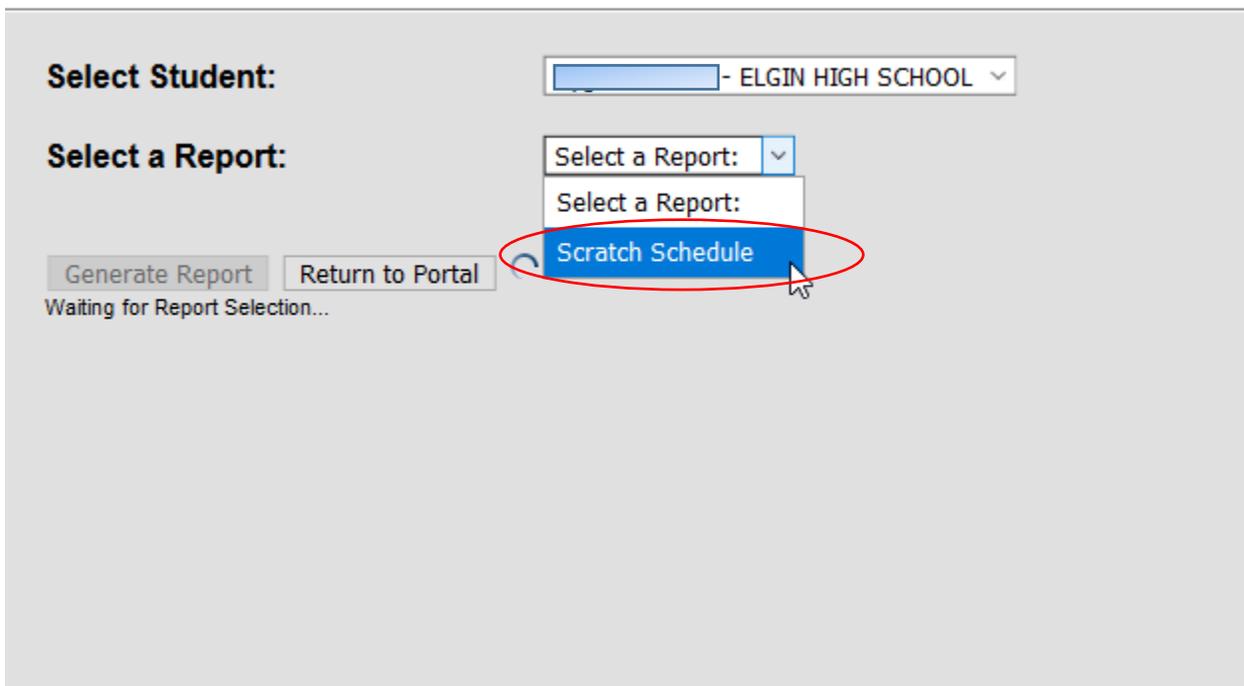
4. Generate Report

Select Student: [_____] - ELGIN HIGH SCHOOL ⌄

Select a Report: Scratch Schedule ⌄

Generate Report | Return to Portal