

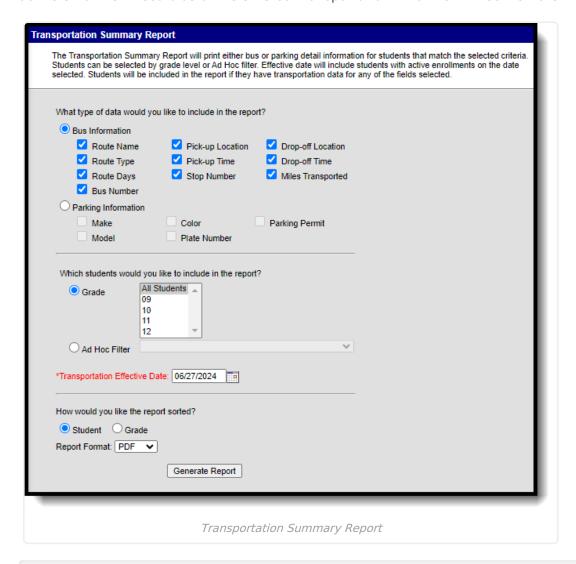
Transportation Summary Report

Last Modified on 08/08/2025 12:02 pm CDT

Report Logic | Report Editor | Generate the Report

Tool Search: Transportation Summary Report

The Transportation Summary Report prints bus or parking detail information for students who match the selected criteria. Students are included if there is transportation information and an active enrollment record as of the entered Transportation Enrollment Effective Date.



See the <u>Transportation Reports Tool Rights</u> for information on available tool rights.



Report Logic

This report pulls data as entered for the selected criteria on the student's Transportation tool. The user determines if Bus Information or Parking Information is reported.

Report Editor

The following information defines the available options on the Transportation Summary Report.

Options	Description
Transportation Data	Parking and bus information is stored on the student's Transportation tool. Select the appropriate information to include on this report. Bus and Parking information is generated in separate reports. All fields for a type of transportation are automatically selected. Remove the selection of fields as needed.
Student Selection	Students are selected by either a Grade Level or an Ad hoc Filter. Users are also required to enter a Transportation Effective Date which limits the students to those who have transportation records as of the entered date. This date is defaulted to the current date and can be modified by entering a new date in mmddyy format or use the calendar icon to select a date.
Sort Options	This report can be printed in Student order (alphabetical by last name) or in Grade Level order (lowest grade in calendar prints first). Determine the appropriate option.
Report Format	The report is generated in PDF or DOCX format.

Generate the Report

- Select the appropriate Bus Information or Parking Information to include on the report.
 Remove the selection of those items within the Bus or Parking detail that should not be included on the report.
- 2. Select the students to include on the report by selecting **Grade levels** or an **Ad hoc Filter**.
- 3. Enter a **Transportation Effective Date** in *mmddyy* format.
- 4. Select how the report should be sorted by **Student** or by **Grade** level.
- 5. Select the desired **Report Format** PDF or DOCX.
- 6. Click the Generate Report button.



23-24 Harrison High 5856 Peachtree Parkway, Metro City DE 55436 Generated on 06/27/2024 01:57:07 PM Page 1 of 1				Transportation Summary Report Bus Information All Grades Effective Date: 06/27/2024					
udent	Туре	Days	Bus	Pick-up Location	Pick-up Time	Drop-off Location	Drop-off Time	Stop	Miles
begg, ylan (11)	TS	Mon, Tue, Wed, Thu, Fri	12	4321 109th Ave NE	07:00 AM		03:45 PM		0.00
Abegg, Vallace (11)	TS O	Mon, Wed, Thu, Fri Mon, Fri	12 PR	Pick Up Location Corner	06:10 AM	Drop Off Location	02:56 PM	12	10.00 7.00
Ahmed, Giana (09)	TS	Mon, Tue, Wed, Thu, Fri	12	Home	07:03 AM				0.00
Alborough, Dallas (12)	TS	Mon, Tue, Wed, Thu, Fri	12	home	07:12 AM				0.00
ndersen, oda (09)	TS	Mon, Tue, Wed, Thu, Fri	12	Home	06:55 AM				0.00
Golden, Anika (09)	TS	Mon, Tue, Wed, Thu, Fri	09	96th Ave NE & Tyler St	07:21 AM	SLP High School	07:36 AM	16	3.10
	FS FS TS	Mon, Wed, Fri Tue, Thu Mon, Tue,	24 04 01	High School School home	03:07 PM 03:16 PM 08:03 AM	96th Ave NE & Tyler St YMCA 1227 W. Oak St	03:21 PM 03:26 PM	21	0.00 3.90 2.50
	FS	Wed, Thu Mon, Tue, Wed, Thu	01			home			2.50