Report Comments Batch Wizard - Start here

Last Modified on 07/28/2026 3:28 pm CDT

The Report Comments Batch Wizard lets you add Report Comments to a group of students, either by grade level or with an ad hoc filter.

Getting Started

Prerequisites

- Create the desired comment(s) to appear on reports
- Enable Report Comments on Report Setup

How-to guides

- Run the Report Comments Batch Wizard

Reference

- Report Comments Batch Wizard Tool Rights
- Report Editor Field Descriptions