

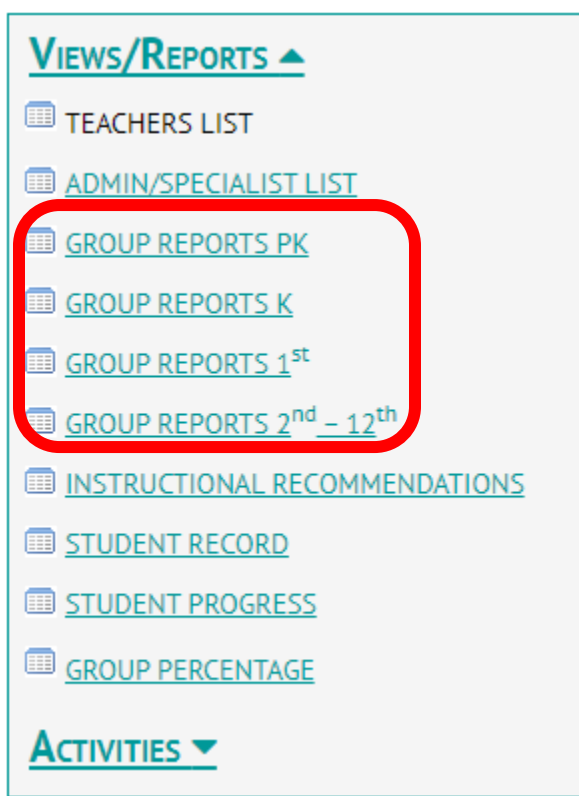
Grouping Matrix

How to archive students.

- Archiving students can only be done by a District or School Admin/Specialist.
- Students can be archived and unarchived.

Follow these steps to archive students:

Step 1- From the **School's Teacher List** page, select the 'Group Report' for the grade of the student(s) from the Activities menu.



Step 2- Select the 'Grouped Students' report link.



Step 3- Select the student(s) who need to be archived.

Grouped Students

Really Great Reading Academy

To refine your search results, select additional criteria to the left and click "update".

Use the filters to
refine your
search.

GROUP	GRADE	TEACHER	INTERVENTION GROUP	SCHOOL YEAR
<input checked="" type="checkbox"/> Check All <input checked="" type="checkbox"/> 3c. Advanced Vowel and Multi-Syllabic Word Deficits <input checked="" type="checkbox"/> 4. Mild Decoding Deficit <input checked="" type="checkbox"/> 5. Moderate Decoding Deficit <input checked="" type="checkbox"/> 6. Significant Decoding Deficit	<input checked="" type="checkbox"/> Check All <input checked="" type="checkbox"/> 2 nd <input checked="" type="checkbox"/> 3 rd <input checked="" type="checkbox"/> 4 th <input checked="" type="checkbox"/> 5 th <input checked="" type="checkbox"/> 6 th	<input checked="" type="checkbox"/> Check All <input checked="" type="checkbox"/> *K-Forni <input checked="" type="checkbox"/> *PK- McLeod <input checked="" type="checkbox"/> 1st-Charles <input checked="" type="checkbox"/> 2nd-Sealine <input checked="" type="checkbox"/> 2nd-Zimmer	<input checked="" type="checkbox"/> Check All	2023/2024 <input type="checkbox"/> Only show archived students <input type="button" value="Update"/> <input type="button" value="Print"/> <input type="button" value="Getting Started Guide"/>

Students

Hover over a student's name and click on the icon to edit the Intervention Group.

Click this button to
select/unselect all students
on the page.

ARCHIVE	GROUP	NAME	TEACHER	GRADE	WCPM
<input checked="" type="checkbox"/>	3. Specific Decoding Deficit	Achebe, Chinua	4th-DeSimone	4	100
<input checked="" type="checkbox"/>	6. Significant Decoding Deficit	Alighieri, Dante	4th-DeSimone	4	98
<input checked="" type="checkbox"/>	8. Emerging Reader	Anderson, Sherwood	4th-DeSimone	4	44
<input checked="" type="checkbox"/>	5. Moderately below expectations	Bach, Richard	2nd-Zimmer	2	98
<input checked="" type="checkbox"/>	1. At or above expectations	Ball, Lucille	2nd-Zimmer	2	120
<input checked="" type="checkbox"/>	9. Incomplete Scores	Bennett, Arnold	5th-Hay	5	

Step 4- Once you have selected the student(s), click the 'Archive Selected Students' button.

Step 5 – Confirm the archive request.

www.groupingmatrix.com says

Do you want to archive these students? After the students are archived, they can be unarchived by clicking the "Only show archived students" checkbox on the Grouped Students page under School Year and select update. Then you can find the unarchived student on the Grouped Students page.

To Unarchive a Student –

1. Navigate to the Grouped Students page within the School Year section.
2. Check the 'Only show archived students' checkbox.
3. Click the 'Update' button.
4. Locate the student you wish to unarchive and select them.
5. Unarchive the student by clicking 'Unarchive Selected Students'.
6. Confirm unarchive request.


Grouped Students

Really Great Reading Academy

To refine your search results, select additional criteria to the left and click "update".

GROUP	GRADE	TEACHER	INTERVENTION GROUP	SCHOOL YEAR
<input checked="" type="checkbox"/> Check All <input checked="" type="checkbox"/> 1. Strong Decoder <input checked="" type="checkbox"/> 2. Slow Reading Rate <input checked="" type="checkbox"/> 3a. Advanced Vowel Deficits <input checked="" type="checkbox"/> 3b. Multi-Syllabic Word Deficits <input checked="" type="checkbox"/> 3c. Advanced Vowel and Multi-Syllabic Word	<input checked="" type="checkbox"/> Check All <input checked="" type="checkbox"/> 2 nd <input checked="" type="checkbox"/> 3 rd <input checked="" type="checkbox"/> 4 th <input checked="" type="checkbox"/> 5 th <input checked="" type="checkbox"/> 6 th	<input checked="" type="checkbox"/> Check All <input checked="" type="checkbox"/> *K-Forni <input checked="" type="checkbox"/> *PK- McLeod <input checked="" type="checkbox"/> 1st-Charles <input checked="" type="checkbox"/> 2nd-Sealine <input checked="" type="checkbox"/> 2nd-Zimmer	<input checked="" type="checkbox"/> Check All	2023/2024 <input checked="" type="checkbox"/> Only show archived students <input type="button" value="Update"/> <input type="button" value="Print"/> <input type="button" value="Getting Started Guide"/>

Students

 Hover over a student's name and click on the icon to edit the Intervention Group.

<input checked="" type="button" value="Unarchive Selected Students"/>	<input type="button" value="Select All Students"/>
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UNARCHIVE	GROUP	NAME	TEACHER	GRADE	WCPM	A
<input type="checkbox"/>	3. Specific Decoding Deficit	Achebe, Chinua	4th-DeSimone	4	100	