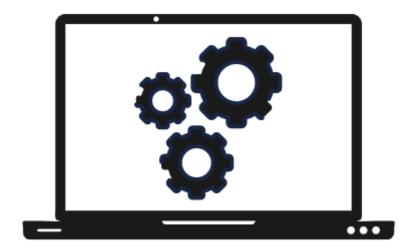


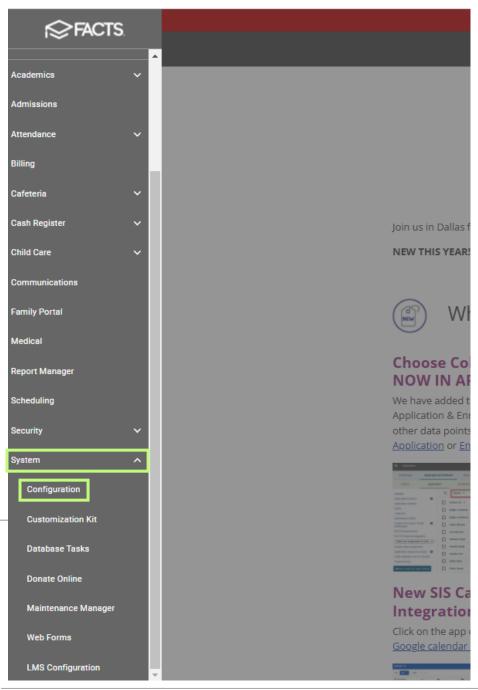
Configuration of Watermark





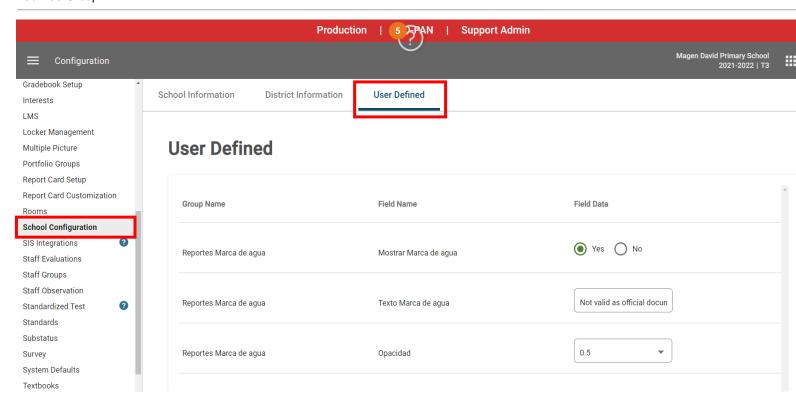
This is a step-by-step guide on how to configure the watermark to show in a report card.

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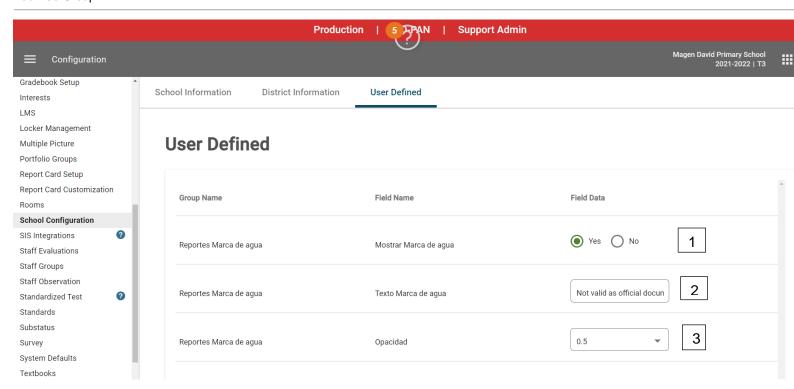
From the FACTS Home Menu, go to 'System', then click on 'Configuration'.

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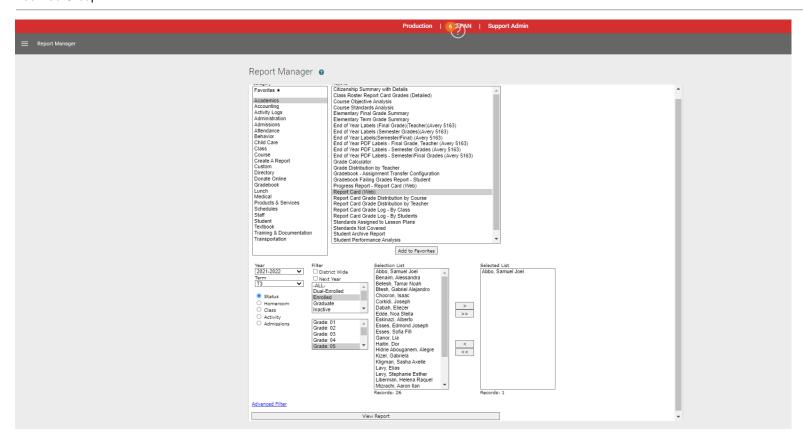
Click on 'School Configuration', then click on 'User Defined'.

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From this page, the user can click on 'Yes' or 'No' to show the watermark or not (1), can change the text of watermark in the field (2) and change the opacity of the watermark (3). Don't forget to click on 'SAVE' at the bottom of the page.

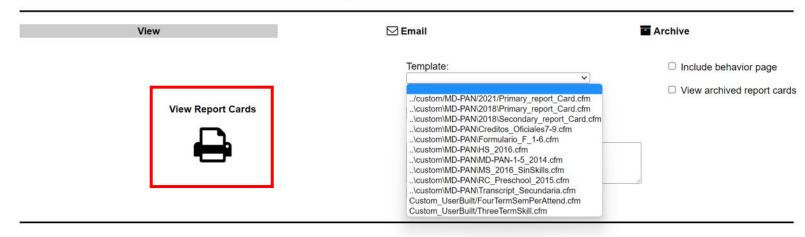
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To be able to check how the watermark would look like, for example in a report card, go to:
Main Menu > Report Manager > Academics > Report Card (Web) and select other fields like year, term, grade level, etc before clicking on 'View Report'.

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Report Card - Web



Click on 'View', then 'View Report Cards' then choose the template.

Then click on 'View' at the bottom of the Message field.



Click 'Continue'.

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Report Card for Primary School 2021-2022

Samuel Joel Abbo	Delarosa, Valerie	05	03/23/2022
Student Name	Teacher	Grade	Date
Academic Performance		Comm	nents

Subjects	Trimester 1	Trimester 2	Trimester 3	Final Grade
Hebrew Grade 5	93			
Judaic Studies Grade 5	97			
Language Arts Grade 5	90			
Math Grade 5	84			
Science Grade 5	82			
Social Studies Grade 5	74			
Spanish Grade 5	90			
Estudios Sociales Grade 5	86			
Music Grade 5	73			
Art Grade 5	95			
Physical Education Grade 5	96			
STEAM Grade 5	95			

Work Habits

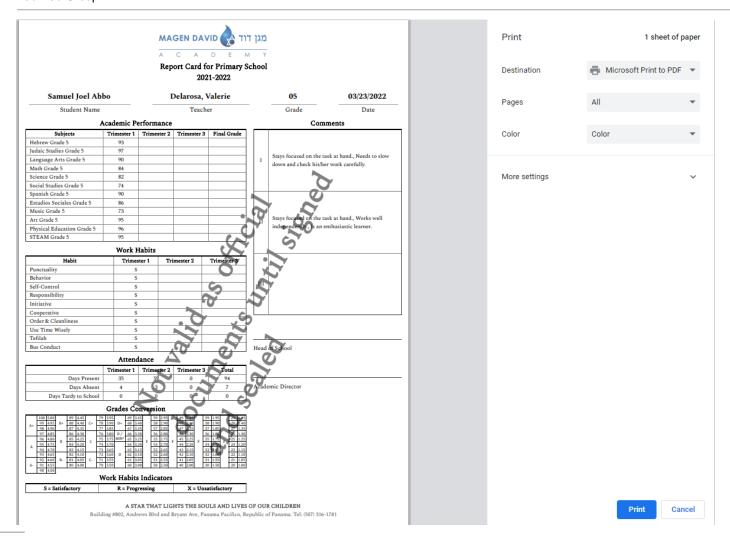
Habit	Trimester 1	Trimester 2	Trimester 3
Punctuality	S		
Behavior	S		
Self-Control	S		
Responsibility	S		
Initiative	S		0
Cooperative	S		
Order & Cleanliness	S		*
Use Time Wisely	S		
Tefilah	S		Co
Bus Conduct	S		

I	Stays focused on the task at hand., Needs to slow down and check his/her work carefully.
II	Stays focused on the task at hand., Works well independently., Is an enthusiastic learner.
III	

Head of School

Academic Director

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