


## Project Score Report

Go to **Reports|Special Reports|Project Score Report**. This report identifies the Advisor's scores entered into the "*Score*" field of the member project record. The Members project must be marked "*Active*" in addition to having a grade or score entered into the "*Score*" field. The *Score* is a two character, alphanumeric field, so a judging result and a final score can be entered.



### **Category**

This report option allows you to select the members and leaders you wish to include in the listing. The field is a check box so one or all of the categories may be selected. At least one category must be selected with a check mark for the report to print.

### **Sort Order**

This is the order in which the report will appear.

Project code – lists projects and members with score.

Club Code/Alpha – prints the range of club code(s) selected with the members/leaders alphabetically under their club code and selected project range under each member.

Member/Alpha – lists each member for all clubs with their projects underneath for the project range selected

### **Report Group**

Break Into Subgroups – Page Breaks on the sort order and lists the members under the group (sort order selected).

Print for Range – Prints the entire range of members alphabetically without identifying the projects separately. Only available with Project code sort order.