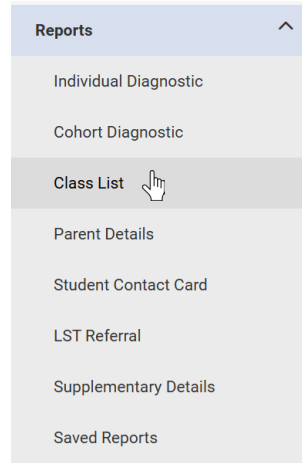


Step 1:
Click on Insights, then Profiles.



Step 2:
Click on Reports to expand the menu, then Class List

Display Options

- Show student photo?
- Show student code?
- Show gender?
- Show year?
- Show rollclass?
- Show date of birth?
- Show house?
- Show enrolled date?
- Show student mobile?
- Show home phone?
- Show medical condition?
- Show disabilities?
- Show ATSI status?
- Show photo permitted flag?
- Show ESL support status?
- Show address?
- Show parent/guardian names?
- Show parent/guardian mobile numbers?
- Include a student tally

Step 3:
Unselect all options, except for Gender, Year, Date of Birth, and House. This is important for Athletics Manager to read the data correctly.

Report On

Generate report for the following Years ▼

- Year 7
- Year 8
- Year 9
- Year 10
- Year 11
- Year 12

Step 4:
Select the year groups you would like Sentral to export. Click on 'Print' in the bottom corner of the page to generate the report.