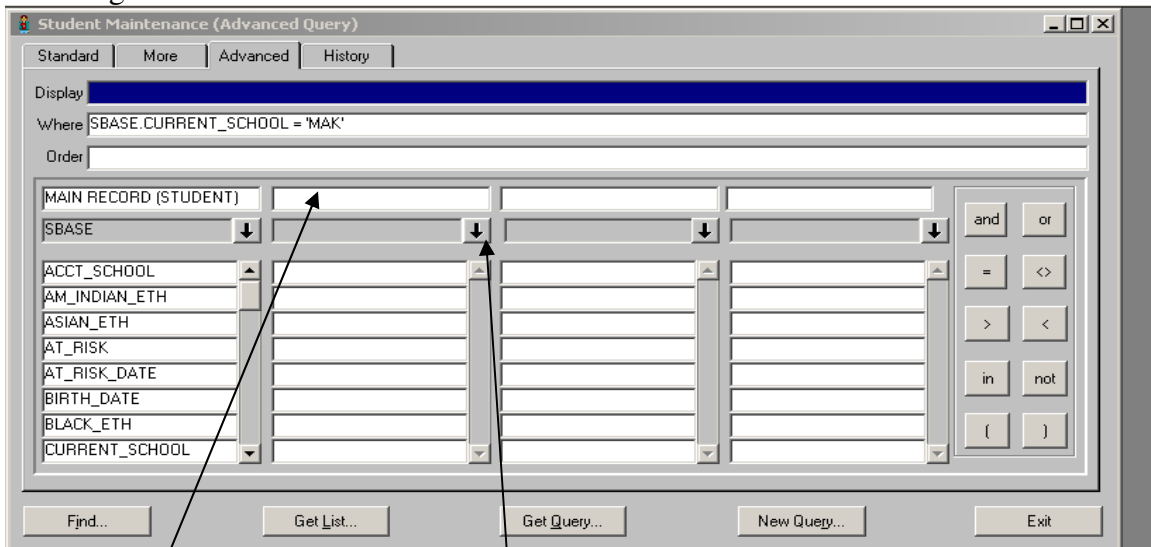




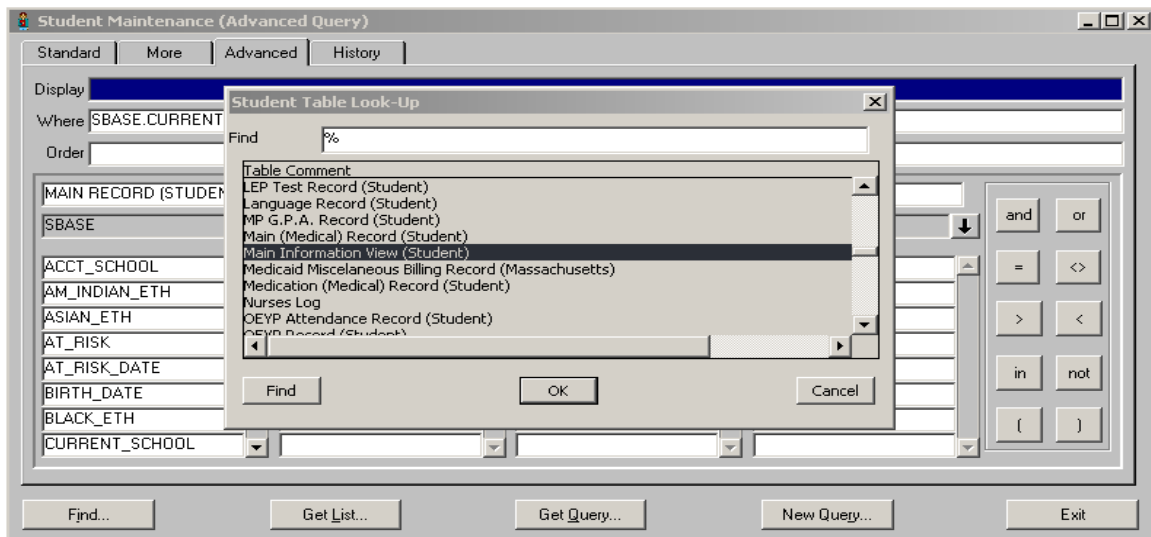
### Sample Advanced Query

Advanced query allows you to retrieve students based on the criteria you provide. You will select which tables and fields to use (Display); what student to return (Where) and in what order (Order).

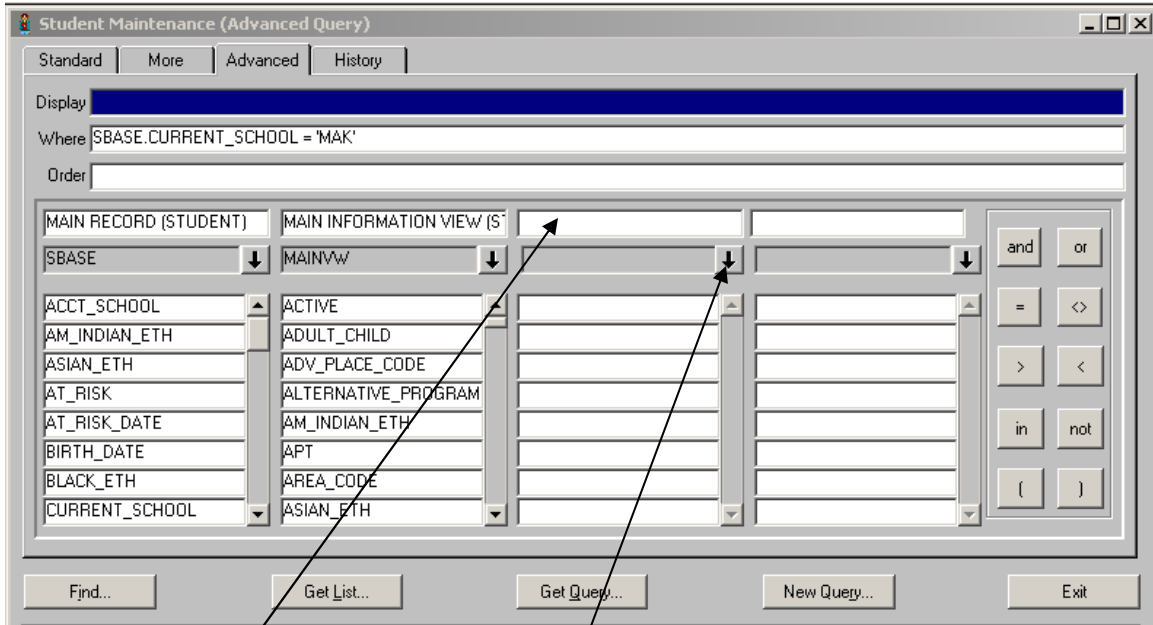
Navigate>Student Information>Maintenance>Advanced  
Selecting the tables:



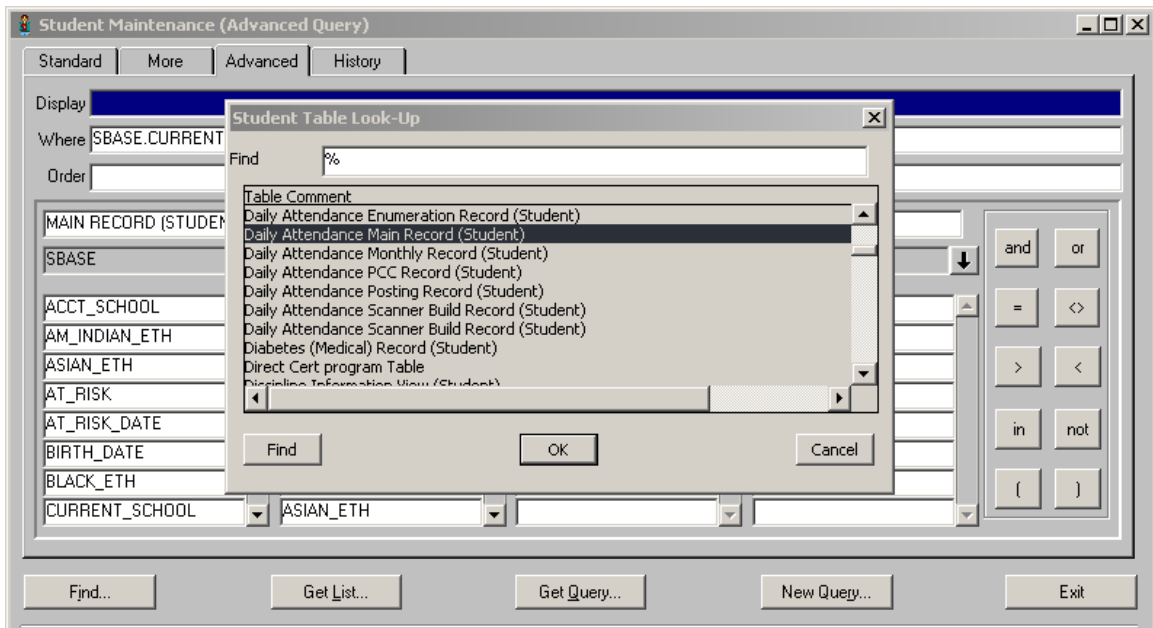
Click in box then click the down arrow.



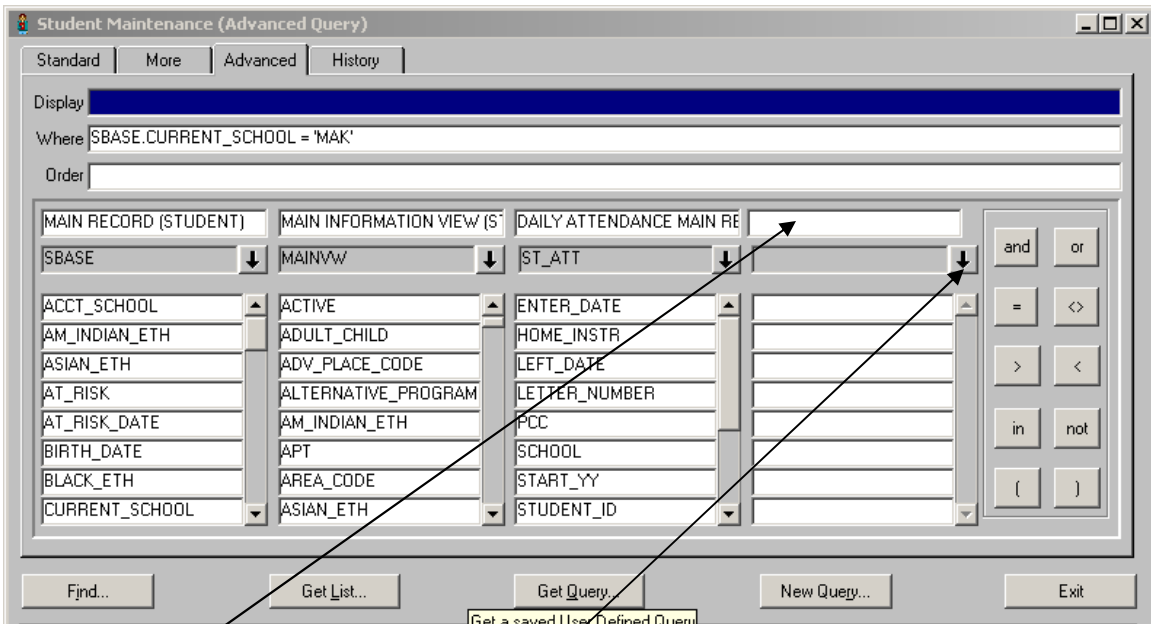
Highlight Main Information View (Student). Click OK.



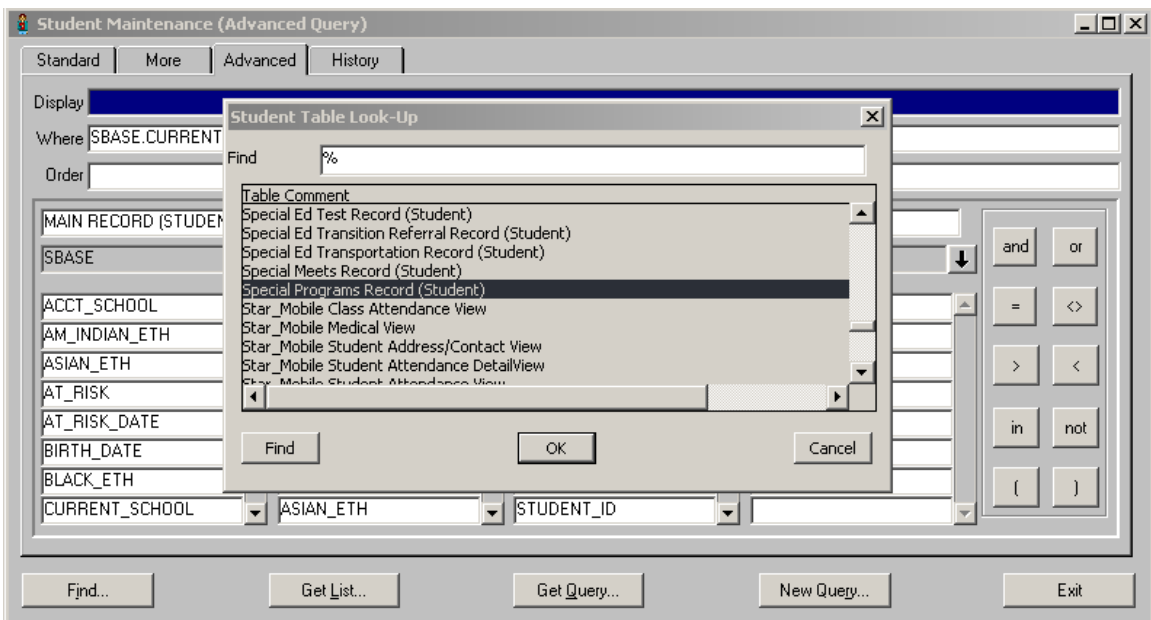
Click in the next box then click the down arrow.



Highlight Daily Attendance Main Record (Student). Click OK.

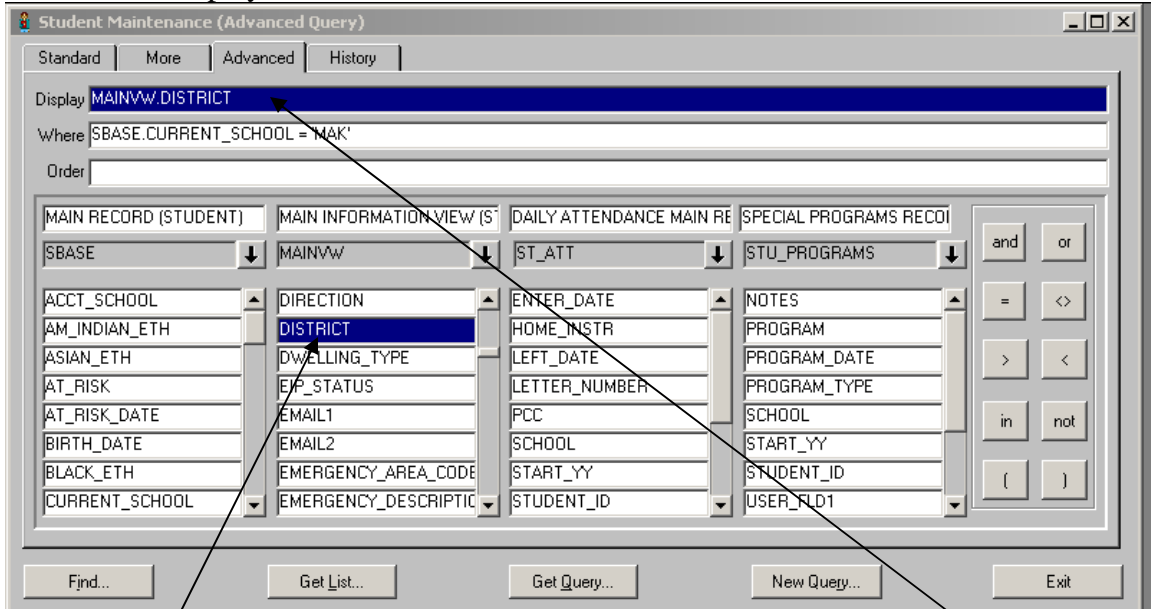


Click in the last box then click the down arrow.

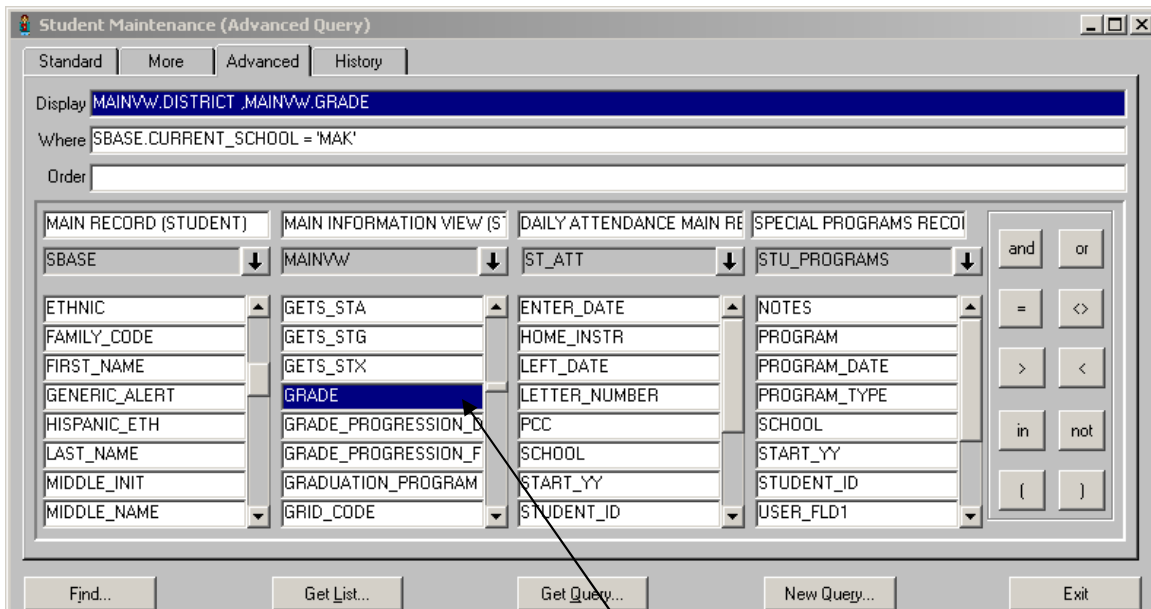


Highlight Special Programs Record (Student). Click OK.

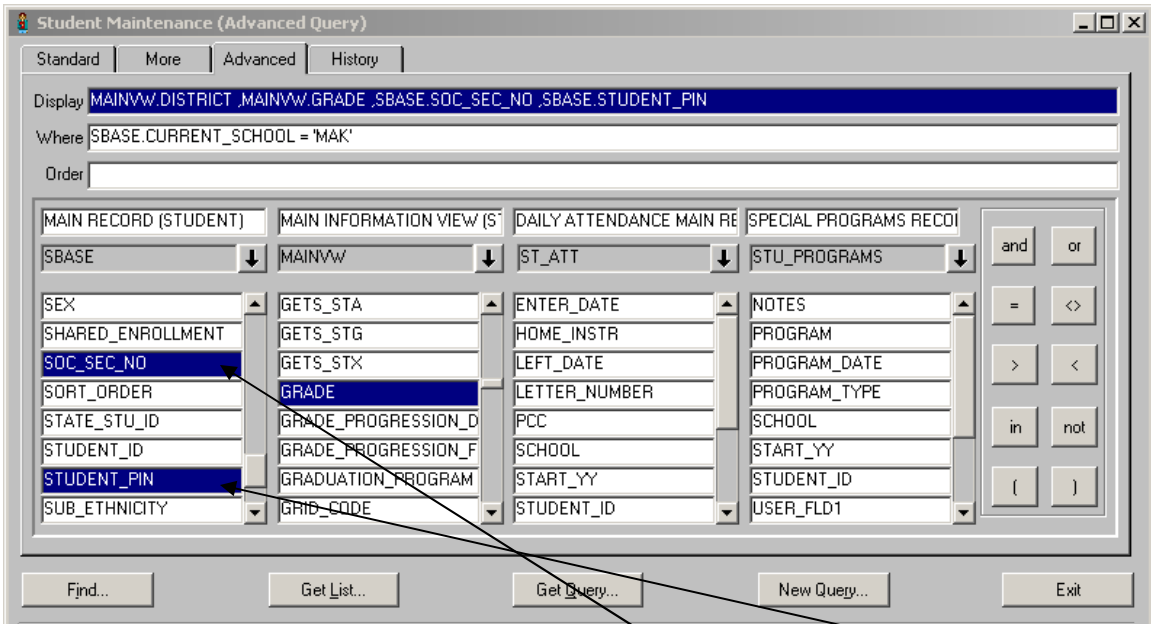
Selecting the fields:  
Click in the Display box.



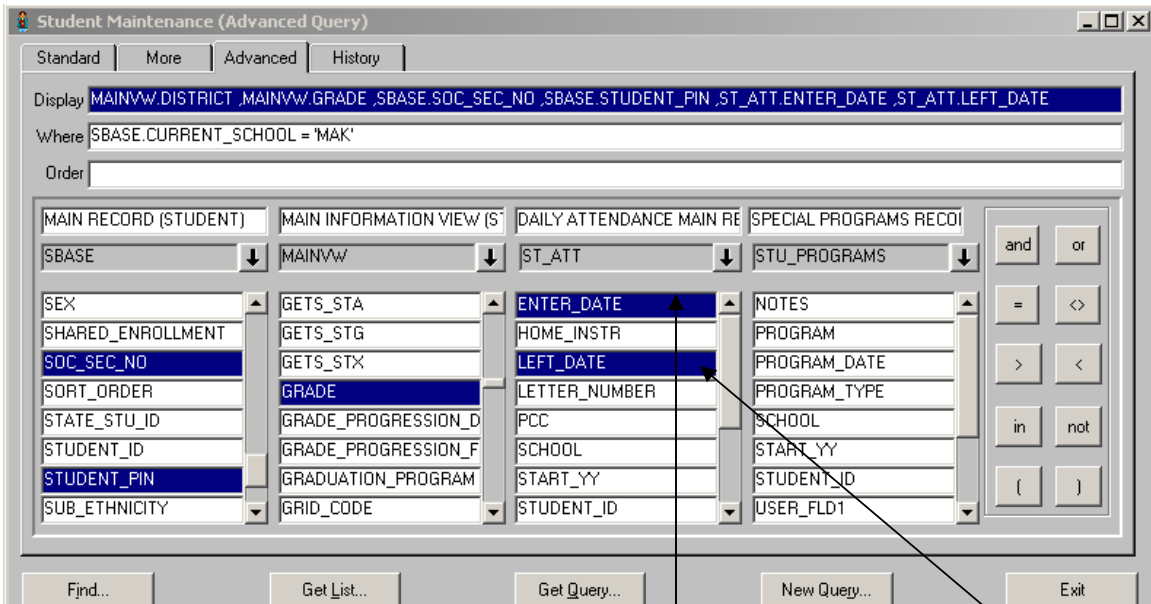
Click on District under Main Information View. It will be placed on the display line.



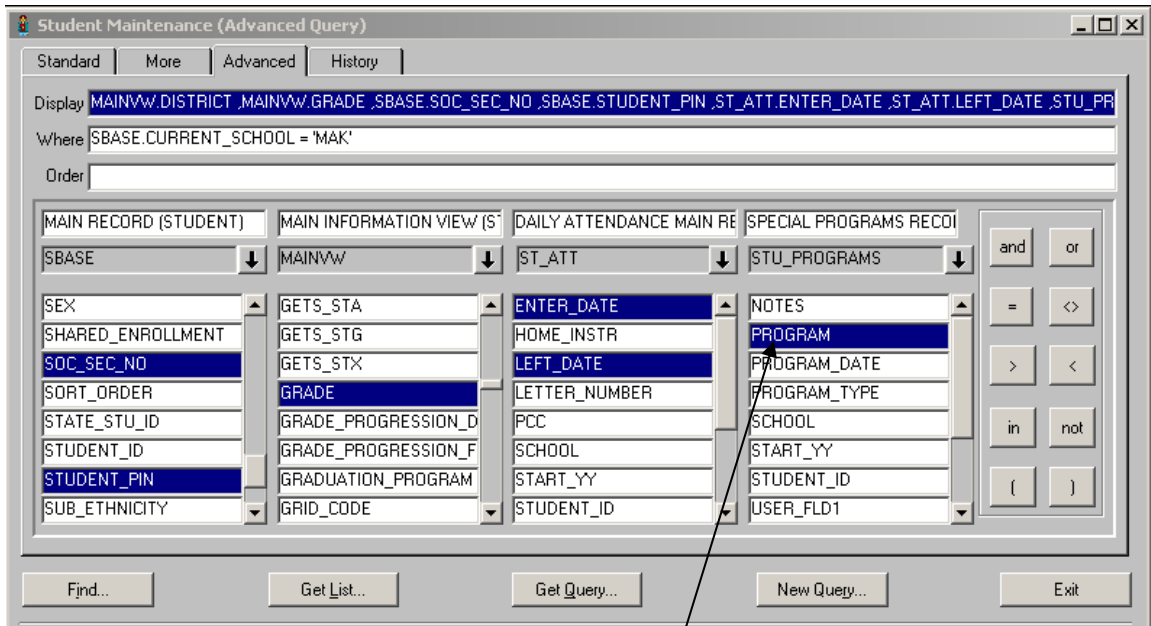
With the cursor still in the display line, click Grade. It will be placed on the display line.



With the cursor still in the display line, click on Soc\_sec\_no then click on Student\_pin. It will be placed on the display line.



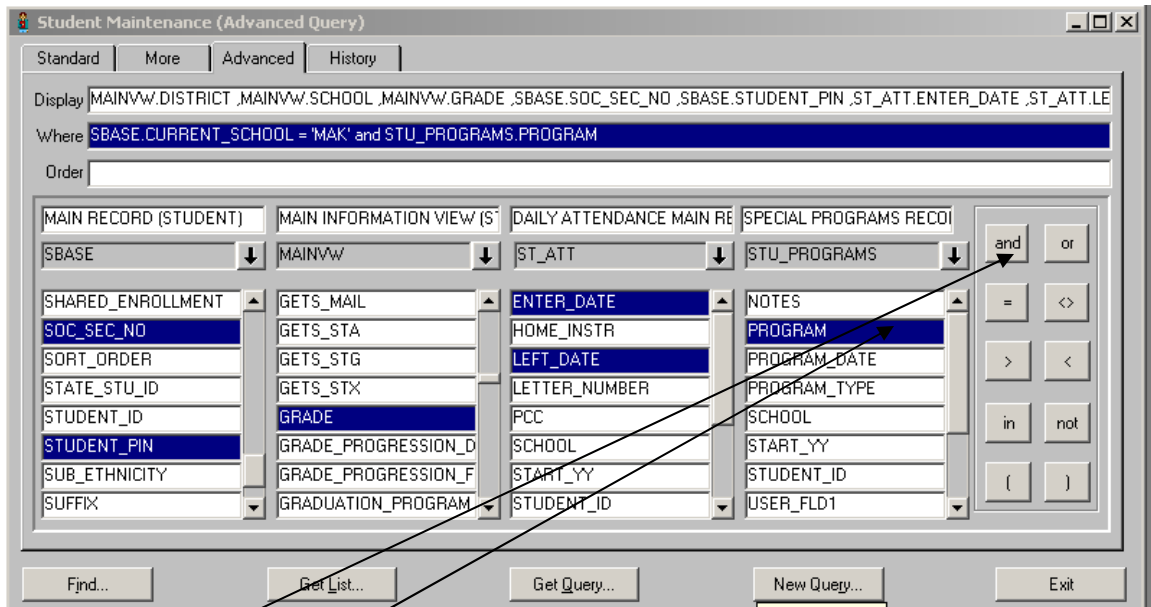
With the cursor still in the display line, click on Enter\_date then click on Left\_date. It will be placed on the display line.



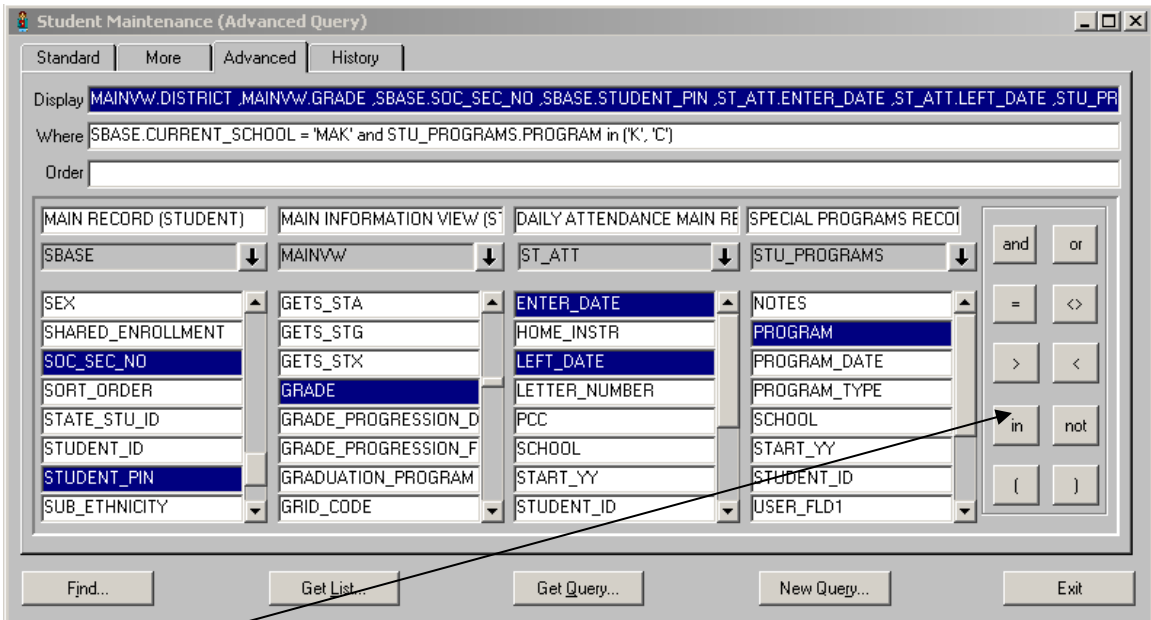
With the cursor still in the display line, click on Program. . It will be placed on the display line.

Selecting the criteria:

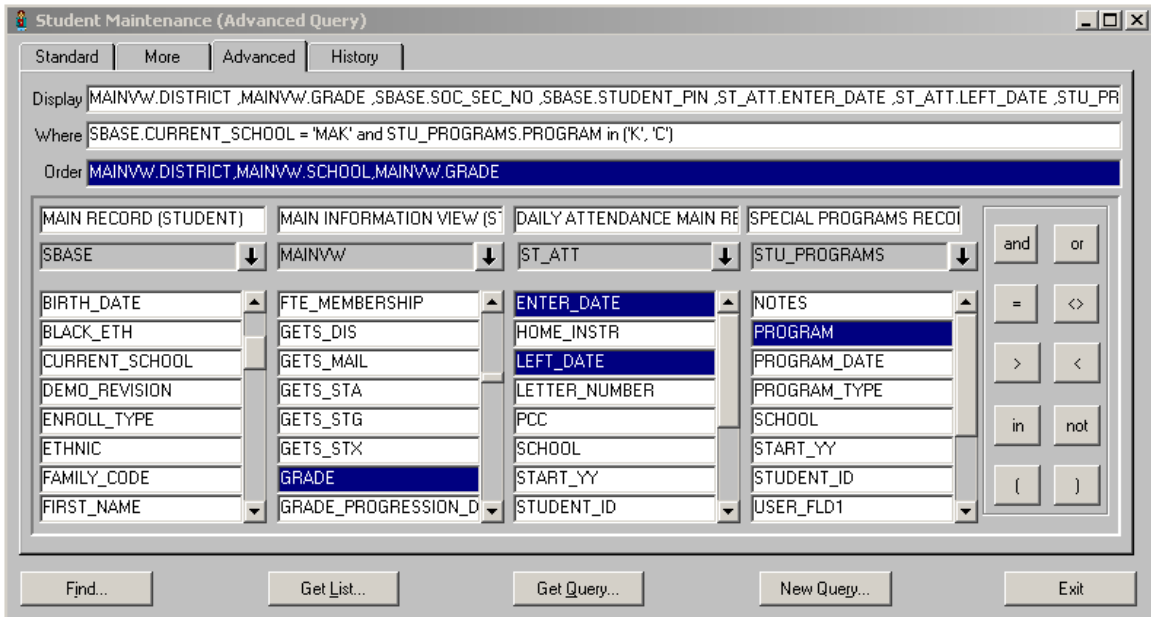
Click in the where line after the school code.



Click on the 'and' button. It will be placed on the where line. Click on the where line after 'and' then click on Program. It will be placed on the where line. Click in the where line after 'program'.



Click on the 'in' button. It will be placed on the where line. Click on the where line and type ('K', 'C')



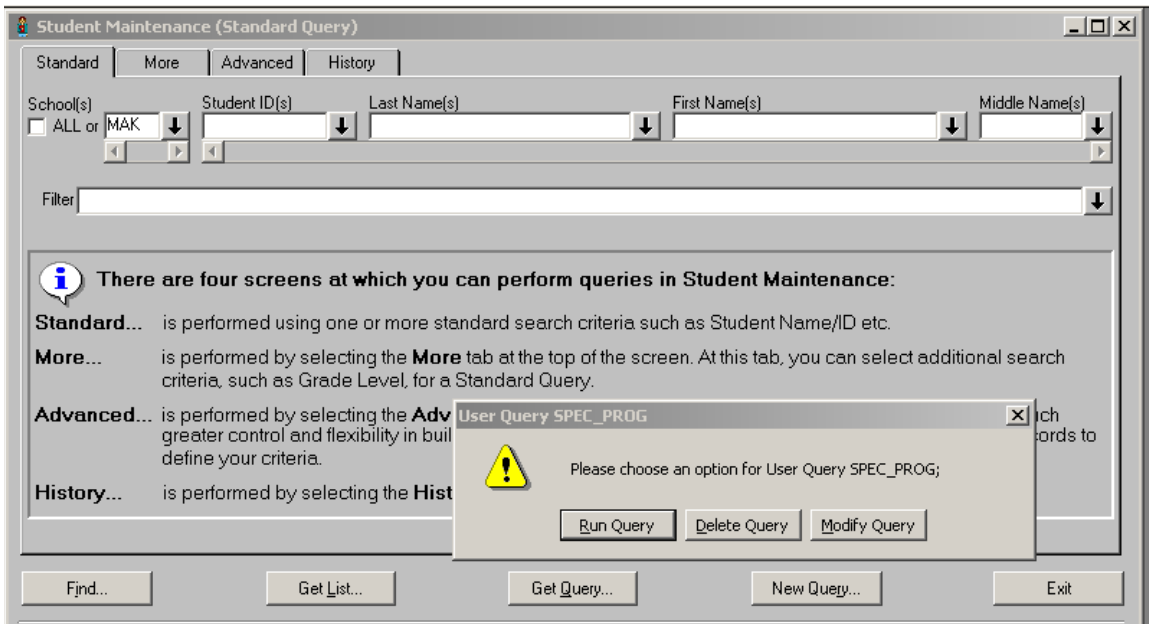
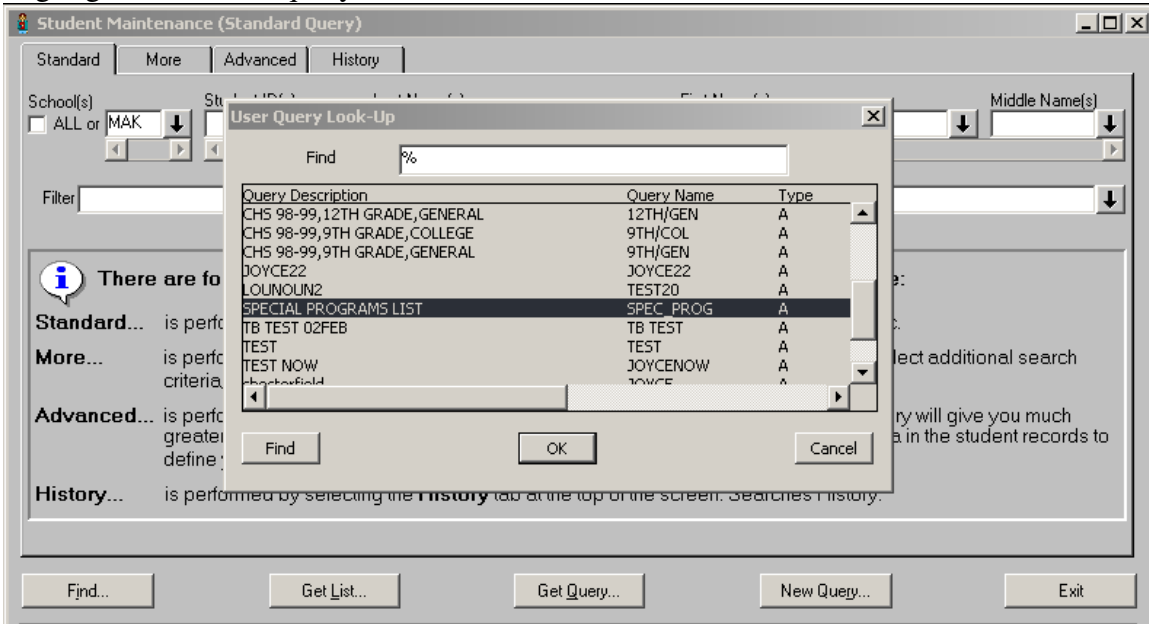
Click in the Order line. Click on District, School and Grade from the Main Information View.

Click the Find button.





To run the query, at a later time.  
 Navigate>Student Information>Maintenance  
 Click Get Query.  
 A pop up widow will be displayed.  
 Highlight the desired query, and then click OK.



Click Run Query

