

**Instructions:**

**User Login:** rs2005\stu#### (where #### is your 4-digit district number)

**Password:** use your ODBC reports password. If you don't know the password, contact your district rep for Infinite Campus.

**Current Year:** Select 'Yes' to limit the calendar history to the current school year.

Current Year: Yes  
Birth Month: Yes  
calendarID: <Select a Value>  
View Report

**CalendarID:** Select the desired school for the birthday list

Current Year: Yes  
Birth Month: <Select a Value>  
calendarID: 05-06 Elementary - ARCC Elementary  
View Report

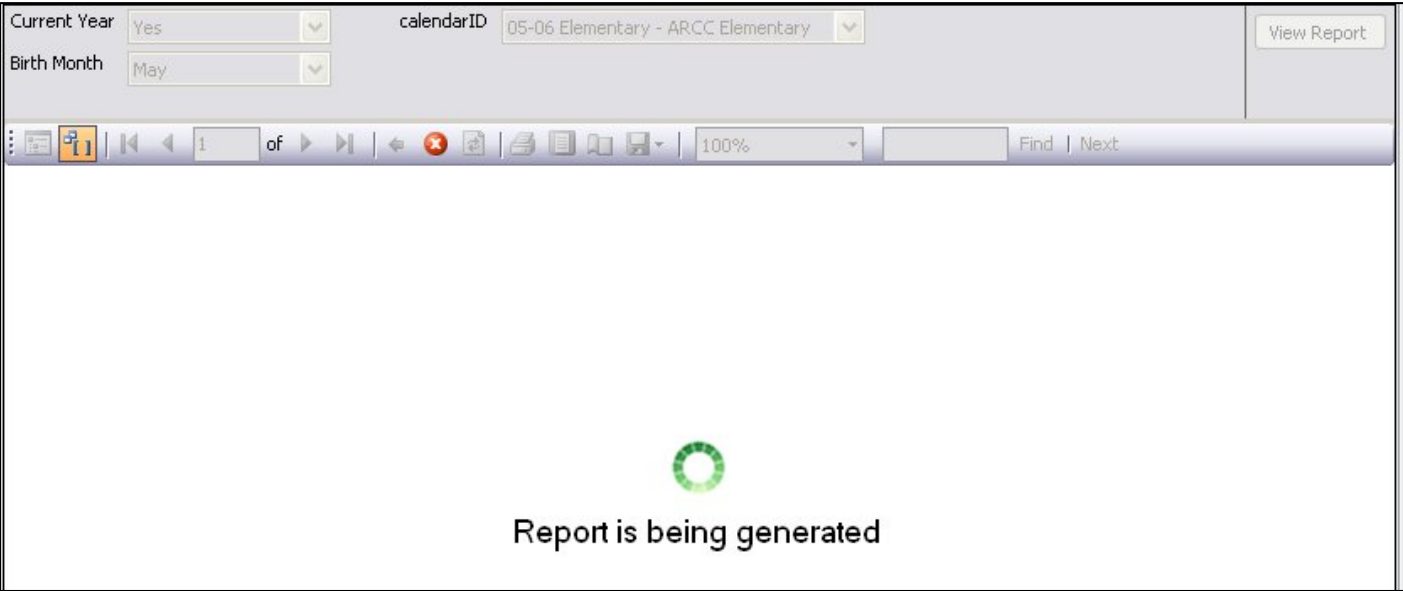
**Birth Month:** Select the month for which the report should display a birthday list

Current Year: Yes  
Birth Month: <Select a Value>  
calendarID: 05-06 Elementary - ARCC Elementary  
View Report

**View Report:** Click this button to generate the report

Current Year: Yes  
Birth Month: May  
calendarID: 05-06 Elementary - ARCC Elementary  
View Report

You should see a message indicating that the report is being generated...



Your Monthly Birthday List report will look similar to the illustration, below. It is sorted in ascending order by the day of the month, to facilitate building announcements in an orderly fashion.

Birthdate	Grade	Name	Gender
05/01/1993	06	HANNA LTER	F
05/01/1996	04	TIMOTH JAUGH	M
05/03/1998	02	SABRIN	F
05/04/1999	01	BRIDGIT	F
05/04/1998	02	CALEB	M
05/10/1999	01	LYNNSI	F
05/12/1996	04	ADAM K	M
05/12/1995	05	AUSTIN SON	M
05/14/1996	04	DUSTIN N	M