How to Run a Word Count Report

1. On the Renaissance Place Home Page, click on *Accelerated Reader - Orange icon.*
2. Click *Reports.*
3. Click *Reading Practice.*
4. Click *Word Count Report.*
5. Select Class you want to view
6. *Predefined Date Range* (Click on arrow and choose date.)
7. Click *View Report.*
8. *Print.*

School: **Memorial Middle School**
Report: **Word Count Report**

[Cancel] [View Report]

Customization Options

Select Students	All School Classes ▼ Or Select Specific: Students | Classes
Reporting Parameter Group	All Demographics [Default] ▼ Or Create New or Edit Selected
Reporting Period	◉ Predefined Date Range: 2014-2015 ▼ ○ Custom Dates: 8/25/2014 ▦▼ to 6/30/2015 ▦▼
Sort By	◉ Student Name ○ Word Count (Highest to Lowest) ○ Word Count (Lowest to Highest)
Group By	◉ Class ○ Do not group
Filter Student Quizzes Not valid if 'Do not group' is selected	☐ Use only quizzes taken for the specific class
Page Break Not valid if 'Do not group' is selected	☐ Page break after each group
Print Report Options	☑ Print the selected report options on the report

You can view report for the week, for the month, for the 9wks.

[Cancel] [View Report]