

## Using the Student Details Report to list home language

Navigate to the Student Details Report in ERN.

Report [607817694] scheduled.

Dynamic Reports Formatted Reports

Student Details Report Medical Report Language and Visa Report Family Report Class Management Report

Registration Management Principal Network Report

Student Report

**Tick to Display in Report**

Reporting Focus : Student Group  
(e.g. I.C., 4NI, Stewart, Term3 Zoo Trip, Prefects)

School Name : Wiley Park Public School

Student Group : [Empty] Clear

Enrolment Type : ALL

Sub Enrolment Type : ALL

Scholastic Year : ALL

Is Census : ALL

In Zone : ALL

Activity Type : ALL

Calendar Year : 2018

Show students who : are current members

Show Roll Class

Show factor of need

To display the desired information in the report

- place a tick in the box next to any of the fields you would like to display in the report
- for the purposes of this report:
  - o place a tick next to 'Scholastic Year'
  - o place a tick next to 'Show Roll Class'
  - o expand the 'Advanced Student Criteria' box by clicking on the 'x' in the top right corner
  - o place a tick in the box next to any of the fields you would like to display in the report i.e. 'Gender'
  - o expand the 'Language Criteria' box by clicking on the 'x' in the top right corner
  - o select 'Yes' for 'Lang Other Than Eng Spoken'
  - o place a tick next to 'Languages Spoken at Home' (you can choose a specific language or leave as ALL)

The screen should look similar to the screen shot below:

Gender : ALL  Religion : ALL  
 Aboriginal/Torres Strait Islanders : ALL  Permission To Publish : ALL  
 Online Services : ALL  Country Of Birth : ALL  
 Other Student Details

**Language Criteria**  
**Tick to Display in Report**

LBOTE Indicator : ALL  EAL Received : ALL  
 EAL/D Phase : ALL  
 EAL/D Assessment Date (From) : ( ) (To) : ( )  
 First Enrol Australian School (From) : ( ) (To) : ( )  
 ATE Start (From) : ( ) (To) : ( )  
 ATE Expiry (From) : ( ) (To) : ( )  
 Lang Other Than Eng Spoken : Yes  
 Residency Status : ALL  
 Visa Class : ALL  
 Visa Sub Class : ALL  
 Visa Expiry (From) : ( ) (To) : ( )  
 Entered Australia (From) : ( ) (To) : ( )  
 Authority To Enrol Code : ( )  
 Languages Spoken At Home : ALL

Scroll to the bottom of the page to the 'Report Schedule' box.

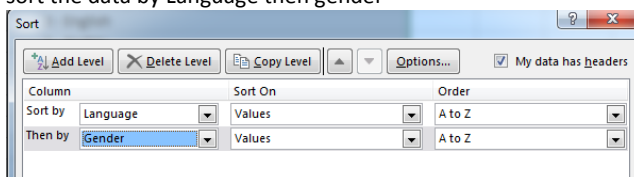
- choose CSV in the 'Report Format'
- choose 'Exclude All Criteria' in the 'Report Header Criteria'
- modify the other options depending on your preferences

Click the Schedule Report button.

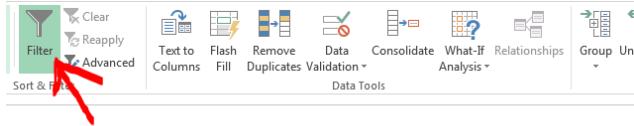
*Note:* If this is a report that you anticipate running frequently, you can save the criteria using the 'Save Criteria' button. You can then use the 'Load Criteria' button at a later date to save having to go through and tick the required boxes.

The ERN report returns more data than your custom OASIS report. To make it display as closely as possible you will need to do the following within the csv output file:

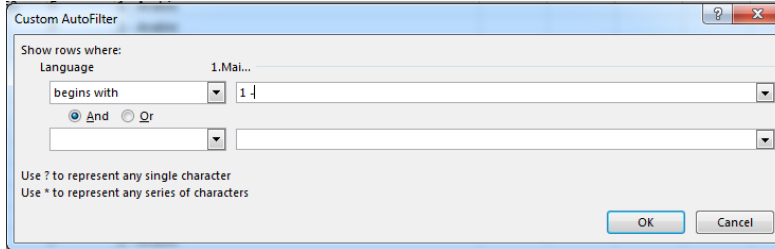
- sort the data by Language then gender



- add a filter



- filter the 'Language' column using a 'Text Filter' where Begins with = '1 -'



This will sort the data in the same way and show only the main language spoken at home.