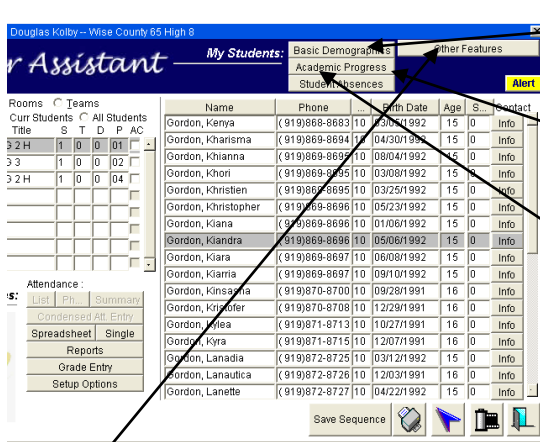


# TAM - Viewing Student Information

You can view a variety of student information in TAM:

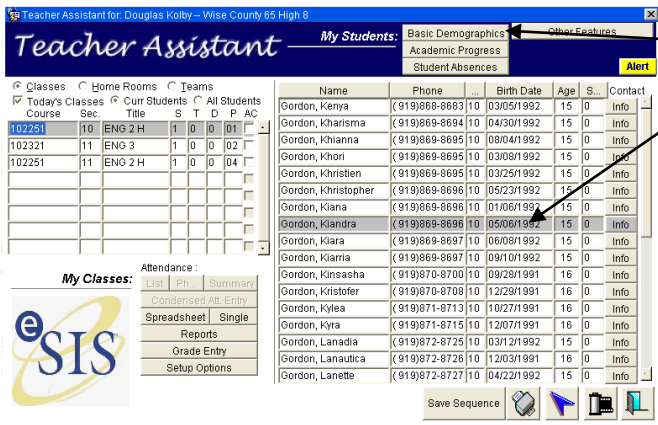


- **Basic Demographics** – The Basic Demographics button allows you to see information on a particular student, such as address, phone number, medical history, teams & clubs, fees, etc.
- **Academic Progress** - Progress on a student's other classes may be viewed by selecting the Academic Progress button.
- **Student Absences** - To view student absences and tardies for the current school year, on the TAM Main Start screen, highlight the student to view and then click Student Absences.

- **Other Features** – The Other Features button allows the user to access other information on the student such as textbook assignments, standardized test scores, athletic eligibility, etc.

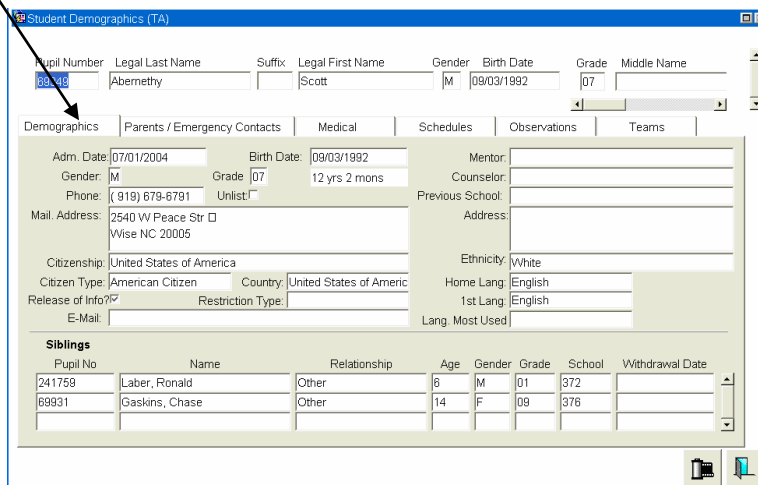
## Basic Demographics

1. On the TAM Main Start screen,



- Click on the student to view
- Click on the Basic Demographics button located at the top of the screen.

2. Once you have click on the Basic Demographics button, you should see the screen below. Here you will see a series of tabs located below the student name. The Demographics tab will give you basic information on the student such as addresses and phone numbers of both parents/guardians.



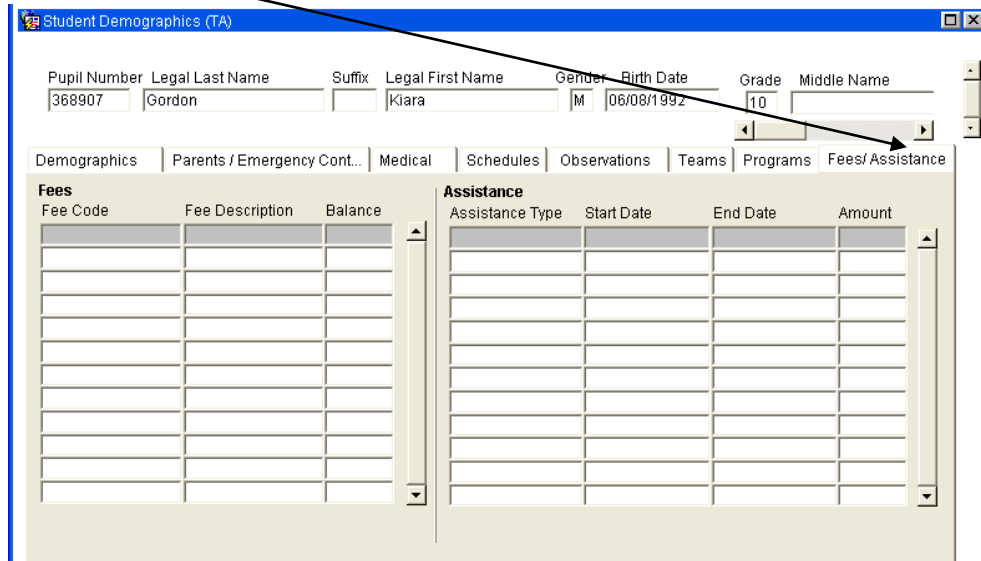
- Click the **Parents/Emergency Contacts** tab to view parent home and work numbers, as well as any emergency contact information listed in NC WISE.

- Click the **Medical** tab to view the medical history of a student. Any life threatening medical alerts are indicated with a yellow alert button in the top right corner of the screen. You can view the alert by clicking the Alert button.

- Click the **Schedules** tab to view a student's schedule.

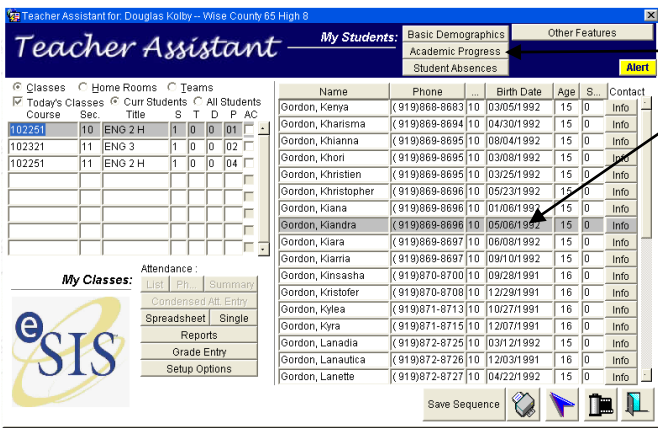


- Click the **Fees/Assistance** tab to view fees owed. *Note: Fees will not be used during the 07-08 school year.*



## Academic Progress

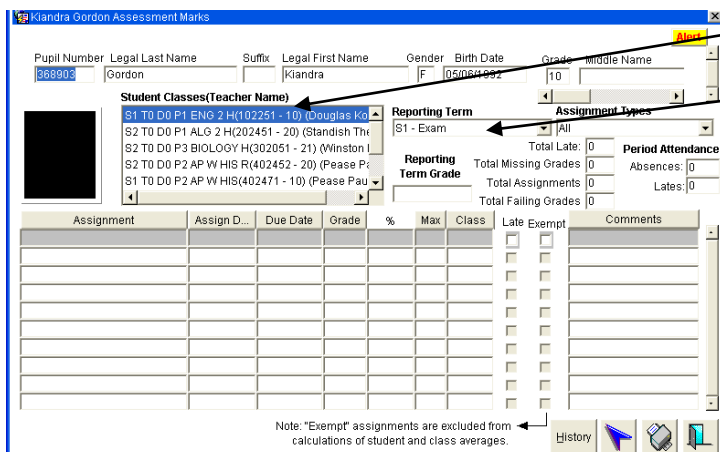
- On the TAM Main Start screen,



- Click on the student to view
- Click on the **Academic Progress** button located at the top of the screen.

- The Academic Progress screen will allow you to view how the student is performing in his or her classes provided the student is in your class and the teachers have given shared access to their gradebook/spreadsheet.

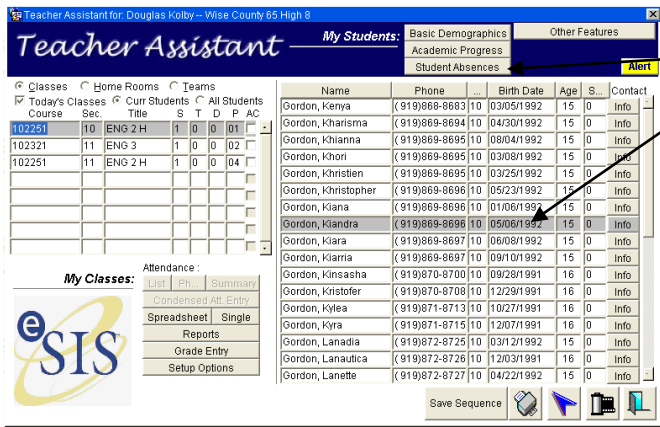
- To view grades for a specific class:



- Click on the specific class under Student Classes
- Choose the Reporting Term

# Student Absences

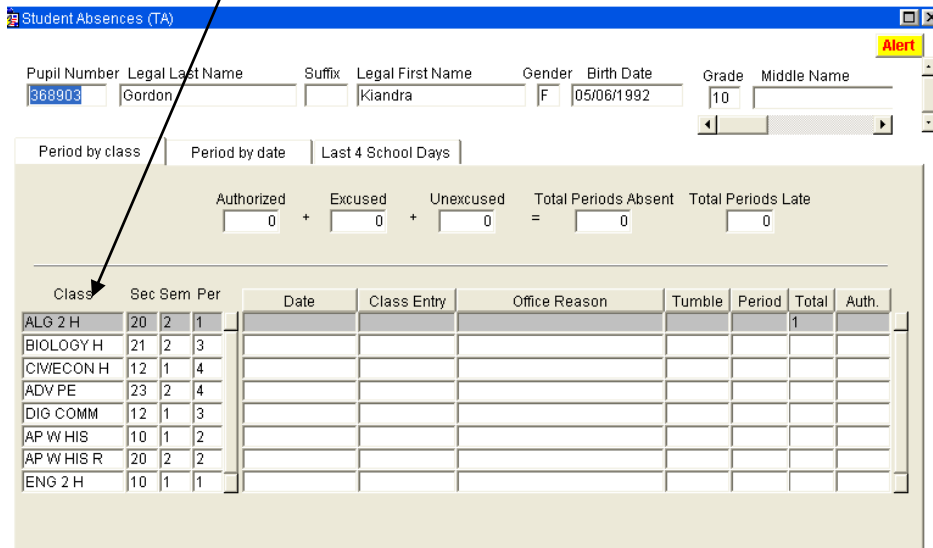
1. On the TAM Main Start screen,



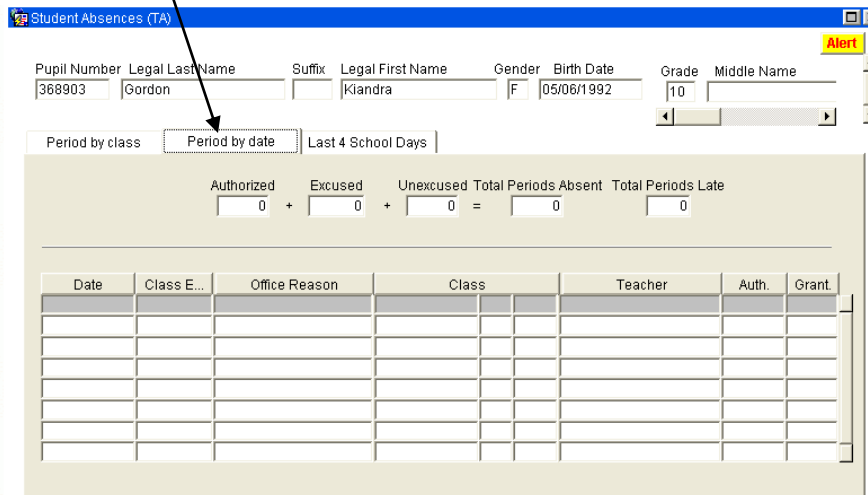
- a. Click on the student to view
- b. Click on the Student Absences button located at the top of the screen.

2. From the **Student Absences** screen you can view a student's attendance history.

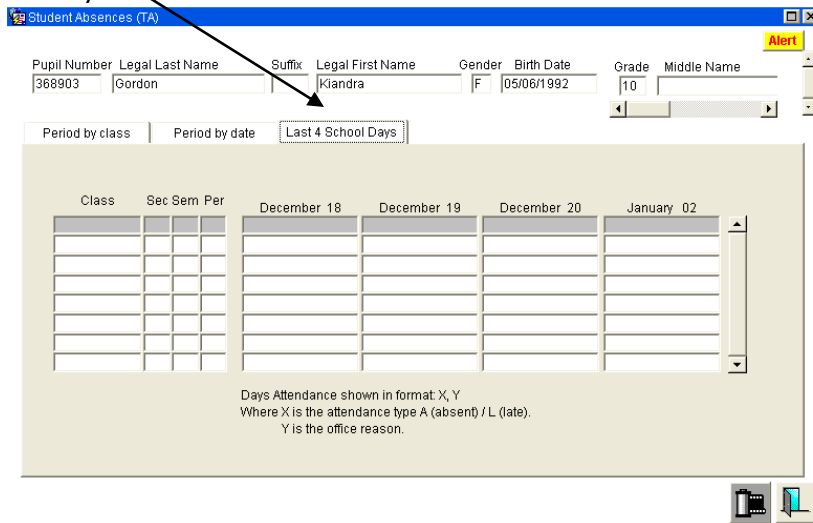
a. **Period by Class** - Click on the class you wish to view absences for



b. **Period by Date** - Click on the Period by Date tab to view absences by date.

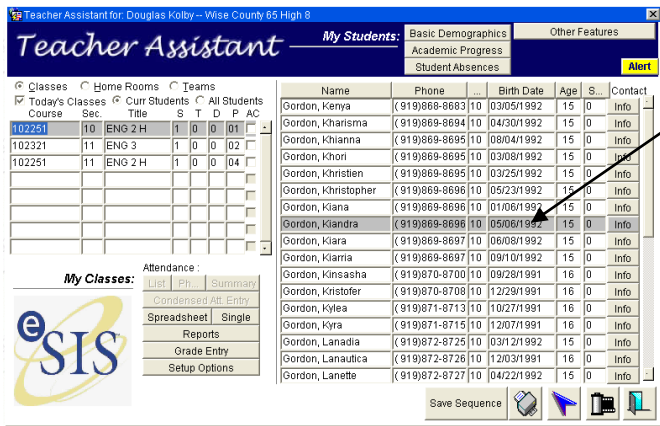


- c. **Last 4 School Days** – Click on the Last 4 School Days tab to view absence information for the last 4 school days.



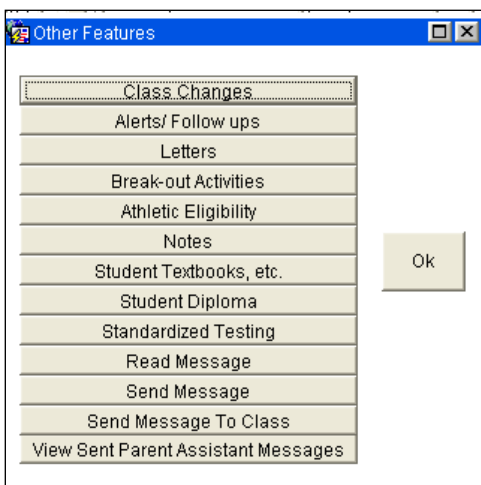
## Other Features

1. On the TAM Main start screen,



- c. Click on the student to view  
d. Click on the **Other Features** button located at the top of the screen.

2. The **Other Features** button allows the user to view miscellaneous information about the chosen student.



### Items of Interest

- **Athletic Eligibility** – Starting with the academic year 08-09, you can view a student’s athletic eligibility information here.
- **Student Textbooks** – This is a place where you can keep track of textbooks that are assigned to a particular student.
- **Standardized Testing** – Allows you to view a student’s standardized test score