



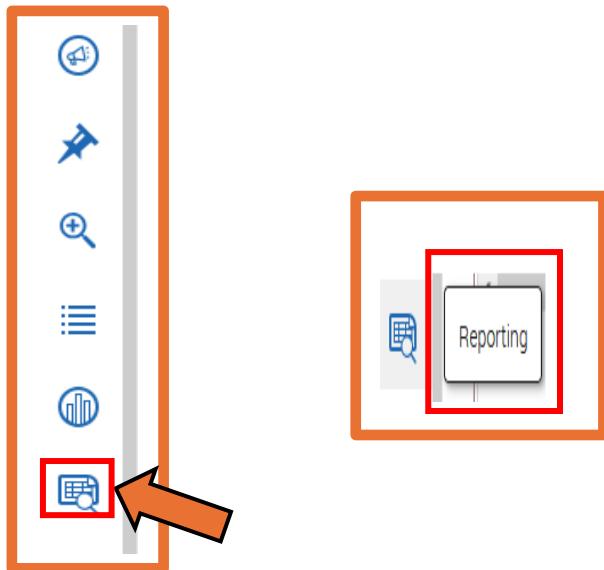
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Navigate360

Navigate: How to Pull Midterm Grades

1. Click on the **Reporting** icon.



2. On the **Reports** page, click the **Standard Reports** tab, type **Students Enrollments Report**, and hit Enter.

My Saved Reports **Standard Reports**

Standard Reports

Select a report type below to customize and run a new report. To save a report for future use, click save from the report results.

Report Finder

Hi there! I'm Report Finder, an AI-powered assistant that helps you choose the right report and apply filters for you.

What are you trying to find?
You can tell me what data you're looking for and any filters you'd like to use, and I'll recommend the best report and apply those filters automatically.

[Report Finder](#)

Students Enrollments Report

REPORT TYPE	CATEGORY
Availabilities Report	Staff Reports
Attendance Report	Student Data Reports
Notes Report	Student Data Reports
Students Enrollments Report	Student Data Reports

[My Saved Reports](#)[Standard Reports](#)

Standard Reports

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REPORT TYPE



CATEGORY

[Students Enrollments Report](#)

Student Data Reports



Students Enrollments Report

This Report shows any course enrollments a student has in a selected term. A single row represents a single enrollment instance within the selected term. Users find one row per student course enrollment with the associated data. This means if a student is enrolled in five classes, you see five lines for that particular student. For a student to be returned in the Report, the student must be active in the selected term. This Report includes one row for every currently or previously enrolled course per student.



Data Filters

Filters Logic: Match all Filters (AND)  Results must match ALL filters: **1 AND 2**

Field *	Condition *	Value *
① Enrollment Term	is	Fall 2025
② Midterm Grade	is not empty	

 [+ Add Filter](#)

[Include Inactive Users](#) [Include My Students Only](#)

 [Run Report](#)



In the example above, the **Students Enrollments Report** will return all reported midterm grades that were entered into Banner during the Fall 2025 term. The data returned will also only include students on your assigned caseload. The reason is because the **Include My Students Only** box is checked.



Data Filters

Filters Logic: Match all Filters (AND)  Results must match ALL filters: **1 AND 2**

Field *	Condition *	Value *
① Enrollment Term	is	Fall 2025
② Midterm Grade	is	E

 [+ Add Filter](#)

[Include Inactive Users](#) [Include My Students Only](#)

 [Run Report](#)

In the example above, the **Students Enrollments Report** will return all reported E midterm grades that were entered into Banner during the Fall 2025 term. The data returned will also only include students on your assigned caseload. The reason is because the **Include My Students Only** box is checked.



Data Filters

Filters Logic: Match all Filters (AND)  Results must match ALL filters: **1 AND 2**

Field *	Condition *	Value *	
1 Enrollment Term	is	Fall 2025	
2 Midterm Grade	between	C	E

 [+ Add Filter](#)

[Include Inactive Users](#) [Include My Students Only](#)

 [Run Report](#)

In the example above, the **Students Enrollments Report** will return all reported **C+, C, C-, D+, D, E, and EV** midterm grades that were entered into Banner during the Fall 2025 term. The data returned will also only include students on your assigned caseload. The reason is because the **Include My Students Only** box is checked.



Building a Report

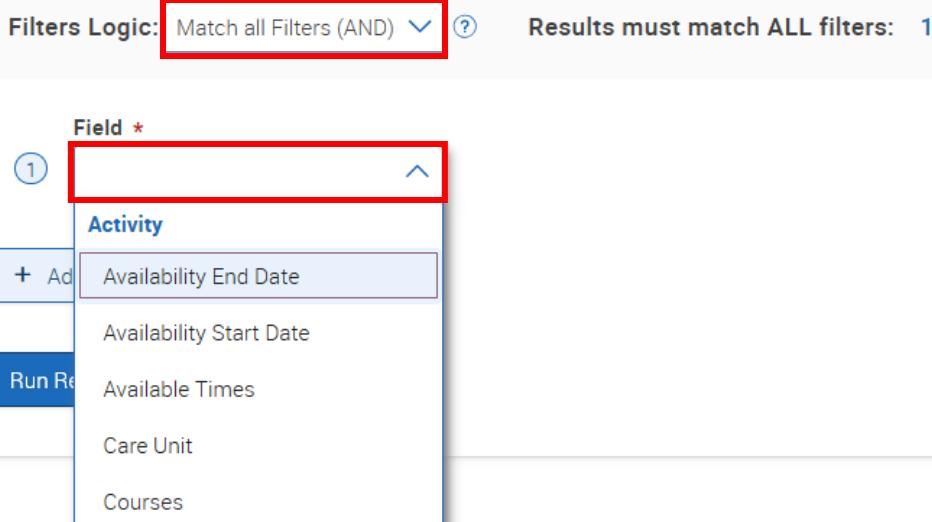
Add a Data Filter

To generate a Report, begin with creating your search parameters. Use **Data Filters** to define Report-specific behavior or objects. Select a field, condition, and value for each row. Filters can be mixed and matched for more precision in your Report.

Tips and tricks:

- Fields are specific to your **Report Type**.
- Custom Attributes can be used as filters.
- Conditions vary by data type. For example, if a field contains **dates**, you can **filter by a date range**.
- Values are specific to each field.
- Want all available data? Filter by a required field and select the "**is not empty**" condition.

Data Filters ②



The screenshot shows the 'Data Filters' interface. At the top, there is a 'Filters Logic' dropdown set to 'Match all Filters (AND)' with a help icon, and a note 'Results must match ALL filters: 1'. Below this, a 'Field' dropdown is expanded, showing a list of options: 'Activity', 'Availability End Date', 'Availability Start Date', 'Available Times', 'Care Unit', and 'Courses'. The 'Activity' option is currently selected. On the left side of the interface, there is a sidebar with a '1' icon, a '+ Add' button, and a 'Run Report' button.



Filters Logic

Filters Logic options determine how your criteria are interpreted by the platform. By default, Navigate has the Report match **all filters**.

Option	Description
Match all Filters (AND)	Use the match all filters option to create a logical condition that requires all specified criteria to be true for a record to be included in the Report results. AND logic will narrow your results.
Match any Filters (OR)	Use the match any filters option to a logical operator that connects multiple conditions, where at least one condition must be true for a record to be included in the Report results. OR logic will broaden your results.
Advanced (AND/OR)	Use Advanced to create more complex logic when creating a Report to specify conditions that must be met. <ul data-bbox="866 1142 1434 1326" style="list-style-type: none"><li data-bbox="866 1142 1434 1205">• "AND" requires all conditions to be true.<li data-bbox="866 1248 1434 1326">• while "OR" requires at least one condition to be true.

**Add Additional Search Criteria**

You can add multiple filters to a Report. Click **+Add Filter** to add another filter to the Report.

Data Filters 

Filters Logic: Match all Filters (AND)  Results must match ALL filters: **1 AND 2**

Field *

①



Field *

②



+ Add Filter



Run Report