

Print Session Information

Session Detail
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Session Blueprint

Report Name

Staff Report
 Student Report
 Individual Student Report



Text Size

Small - 8 or more Rooms ▼

Options

Show Learner Name and ID
 Show Learner ID
 Show Learner Name
 Show Encounter Time
 Show Breaks
 Show Case Name
 Show SP Name
 Show Evaluator Name

Report Format

PDF 
 XLSX 

Session Detail
 Learner Sign In Log
 SP Sign In Log/Payroll Record

Show only assigned cases (Applies only to Case Collection)

Blank Checklist

Report Name

SOAP Note
 Evaluator Checklist
 Patient Note

Options

Case/Scenario ▼ **Learner** ▼
 All All

Print

1. From the Session activity page, click **Print**.

Session Blueprint	<ol style="list-style-type: none"> 1. Select Staff, Student or Individual Student Report. 2. Select the text size. 3. Select the option to include
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- Either for Staff or for Student and check the checkboxes to be included in the blueprint.
- Student Report does not include Case Name, SP Name, or Evaluator name options.

2. Click **Print**.

- **Session Detail**

This will print the entire Activity page.

- **Learner Sign In Log**

This will print out a Sign in Sheet for Learners to sign for OSCE verification.

- **SP/ Sign in Log / Payroll Record**

This will print a sign in sheet for SPs with signature and time in and out fields.

- **Blank Checklist**

This will print a blank checklist for a SOAP Note, a Patient Note or an Evaluator Checklist. To use, select the type of report, the Case/Scenario and all or each of the learners that has been scheduled.