

/\* **Sample School Report Comment Bank File**  
/\* **www.SchoolReportWriter.com**  
/\* **The FREE ONLINE school report writing software for teachers**  
/\*  
/\* This is a simple example of the school report comment bank files that you can:  
/\*  
/\* (1) import at www.SchoolReportWriter.com  
/\* (2) share with colleagues  
/\* (3) use as a template to create new files.  
/\*  
/\* **For HELP:** see end of this document.

**Comments: Sample intro sentence**

**01**=#N has had a mixed year but there are signs of improvement in #h behaviour of late.

**02**=#N has made steady progress throughout the year.

**03**=#N has made #SampleRatingList start to the year.

**Comments: Sample project-work sentence**

**01**=#E has worked hard on #h project-work. I was very pleased with #h #SampleScienceTopics assignment.

**02**=Project-work has been done to a minimum standard and is often handed in late.

**03**=#H project-work varies considerably however #h #SampleScienceTopics assignment was excellent.

**Comments: Sample summing-up sentence**

**01**=#N has achieved a well-deserved Level #? overall. Well done #N.

**02**=#N has achieved a Level #? overall. With a little more effort #e could reach Level #?.

**03**=#N has not had the best of starts this year and is still working at Level #?.

**List: SampleRatingList**

**01**=an excellent

**02**=a good

**03**=an average

**04**=a disappointing

**05**=a poor

**List: SampleScienceTopics**

**01**=Heating and Cooling

**02**=Light and Sound

**03**=Exploring Magnetism

**04**=Changing Earth

( help pages follow... )

/\* =====  
/\* **HELP: Creating & Importing Files**  
/\* =====  
/\*  
/\* **Need more help?** [support@SchoolReportWriter.com](mailto:support@SchoolReportWriter.com)  
/\* - we'll be happy to assist you.  
/\*  
/\* **Your existing comments are safe:**  
/\*  
/\* When you upload, you will be shown the comments  
/\* you are about to import. You will be told if names  
/\* are already in use and you can pick-&-click which  
/\* comments to add to your comment bank.  
/\*  
/\* **Save as plain text:**  
/\*  
/\* Import files must be 'plain text'. The easiest thing  
/\* is to download a comment file from our website and  
/\* open it on your computer. The chances are that it  
/\* will automatically open in a simple text editor.  
/\* If you make changes and save it, it will most likely  
/\* be saved as plain text. On PCs it will usually open  
/\* in WordPad or NotePad. On Macs, usually TextEdit.  
/\* With Word and other word processors you should  
/\* use 'save as' and choose 'text only/plain text'.  
/\*  
/\* **Add notes:**  
/\*  
/\* Lines starting /\* are for notes (like this line!).  
/\* They are ignored when files are imported.  
/\* You can add notes anywhere in the file. Blank lines  
/\* are also ignored and can also be included anywhere.  
/\*  
/\* **Comments and lists:**  
/\*  
/\* Files contain groups of comments and lists.  
/\* Each group should start with either:  
/\*  
/\* *COMMENTS: your-comment-name-here*  
/\*  
/\* or  
/\*  
/\* *LIST: your-list-name-here*  
/\*  
/\* Comment names may not include < > \ # (max length 50).  
/\* List names are 2-30 characters and contain only  
/\* a-z, A-Z, 0-9, &, hyphens and NO SPACES.  
/\*  
/\* Each group may include up to 20 numbered lines, e.g.

/\*

/\* *COMMENTS: Science Yr7 project work*

/\* *1= #N's work on #Science-topics was excellent.*

/\* *2= #N gave an inspiring #Science-topics presentation.*

/\* *3= #N received a well-deserved A+ in #Science-topics.*

/\* *4= etc...*

/\*

/\* *LIST: Science-topics*

/\* *1= Heating and Cooling*

/\* *2= Light and Sound*

/\* *3= Exploring Magnetism*

/\* *4= Changing Earth*

/\* *5= etc...*

/\*

/\* *Reminder... lines beginning /\* are for notes.*

/\* *So to import the two science examples above,*

/\* *you would need to remove the /\* (lines beginning*

/\* *with /\* are ignored when files are imported).*

/\*

/\* **Need more help?** [support@SchoolReportWriter.com](mailto:support@SchoolReportWriter.com)

/\* *- we'll be happy to assist you.*

/\*

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