Instructions for Filling out RHS K-3 Literacy Rosters

1. Download Excel Roster
   DO NOT OPEN WITH GOOGLE SHEETS – they are not compatible!
2. Enter district name. Column B
3. Enter the number of words read in a minute by each student, cannot exceed 300. Column C
4. Enter the total number of errors, cannot exceed 300. Column D

Column E & F will automatically calculate for you.

Column A is there to provide you with a way to track your students as you test each one. Please **DELETE** student names prior to uploading your final rosters to your SCOE data drive.