1. On the Reports menu, point to Test Results, then point to Competency Performance, and then select Summary.

2. On the Navigator bar, click Class Instances (for Test).

3. Use the lister in the Navigator bar to select the appropriate class.
4. On the setup window, for Reporting Level, select Class.

![Report Options](image)

5. Under Special Options, click the check box titled “Use Only Tests in Selected Class(es).”

![Special Options](image)

6. Click Generate.

7. This displays the report for only one class, and lists only the tests that were administered in that class – in this instance, Class 1 – ABE.

![Class Performance](image)